



GOVERNMENT OF INDIA
DEPARTMENT OF PUBLICATION
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File no.Esst./Link Officer/13

Dated: 17/10.2013

OFFICE ORDER

To avoid any dislocation of smooth functioning of the work due to non-availability of any Officer or Supervising Officer in the Deptt. of Publication, it has been decided by the competent authority that the following Officers/Supervising Officers will look after the work of each other in their absence as 'LINK OFFICER' until further order:-

LINK OFFICER/SUPERVISING OFFICER

Asstt. Controller(Admn.)	Financial Officer & Vice Versa
Supervising Officer(Esst.)	Supervising Officer (O&M)& Vice Versa
Supervising Officer(Gen.)	Supervising Officer (Advt.) & vice versa
Supervising Officer (CRT)	Supervising Officer (Pub.) & vice versa
Supervising Officer (Periodical)	Supervising Officer (Gazette)& vice versa
Supervising Officer (Army Sec.)	Supervising Officer (Army Dispatch) & vice versa
Incharge(Hindi Sec.)	Incharge (e-Gazette) & vice versa
Supervising Officer(Cash)	Supervising Officer (A/cs-IV) & vice versa
Accountant- (A/cs-I)	Supervising Officer (A/cs III)& vice versa
Accountant- (A/cs-I)	Supervising Officer(A/cs-II) & vice versa
Supervising Officer (Sale-I)	Supervising Officer (Sale-IV) & vice versa
Store Keeper(SK-I)	Store Keeper(SK-II) & vice versa
Supervising Officer(Weeding out & Gen. Enquiry)	Supervising Officer(GDU) & vice versa
Dy. Store Keeper(DSK-I)	Dy. Store Keeper(DSK-II) & vice versa
Supervising Officer(DSK-III)	Dy. Store Keeper(DSK-IV) & vice versa

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This issues with the approval of the Joint Secy. & Controller of Publications.


17/12/13

(A.K.SINGH)

ASSTT.CONTROLLER(ADMN.)

Copy to:

1. All Branch Officer of Deptt. of Publiction.
2. All Supervising Officer of Deptt. of Publication.
3. P.A. to JS&CP
4. A.C.(A)
5. F.O.
6. Sr. Technical Director, NIC,Nirman Bhawan, with the request to upload the Office Order on the website of the Deptt.
7. E-Gazette.
8. Hindi Section for Hindi Version
9. Notice Board.
10. Guard File.


17/12/13

ASSTT. CONTROLLER(ADMN.)