

F. No. 7-01/PSSCIVE/Part-3/77

PSS Central Institute of Vocational Education

(a constituent unit of National Council of Educational Research and Training)

Shyamla Hills, Bhopal – 462 002, Madhya Pradesh

Dated
19.04.2024**OFFICE ORDER**

The following staff members of this Institute are hereby transferred and posted at places mentioned against their names and stand relieved from their present place of posting with the direction to join their new place of posting immediately after due handing/taking:

S. No.	Name of the staff/official	Transferred/Posted		Remarks
		From	To	
1	Sh. J. M. Wallace Computer Operator Gr. II	CDEC	DAAH	He will continue to do the work related to AMC of all equipment. He will sit in Room No. 1B.
2	Sh. Durgesh Satankar Computer Operator Gr. II	DAAH	DHSHM	He will continue to do other additional duties as per Order dated 16.02.2023. He will sit in Room No. 1D.
3	Sh. Vijay Vyas Computer Operator Gr. II	Presently attached with Dr. V.K. Jain	DHSER	He will sit in Room No. 1F.
4	Sh. K.L.V.S.V.C Rao Computer Operator Gr. III	C&W Section	CDEC	He will continue to do the work related to CPWD. He is directed to hand over all files/documents related to RTI & Court cases to Smt. Sangeeta Sorte, Computer Operator Gr III. He will sit in Room No. 12E.
5	Sh. Akhilesh Kashiv Computer Operator Gr. III	DHSHM	Accounts Section	He will also assist in GeM related work. He will sit in place of Smt. Mamta Varshney.
6	Smt. Sangeeta Sorte Computer Operator Gr. III	DHSER	Estt. Section	She will look after the work related to RTI/ Court Cases/assist I/c Store in GeM bidding and all other duties as assigned by SO (Estt.). She will sit in Estt. Section.
7	Smt. Mamta Varshney, UDC	Accounts Section	C&W Section	She will continue to do the work related to Horticulture. She will sit in place of Sh. Shyam Basu.
8	Sh. Shyam Basu, LDC	C&W Section	JD Office	He will look after the work of Solar Panel & Auditorium in place of Sh. Vijay Vyas. He will sit in JD Office.

This issues with the approval of the Competent Authority.

Signed by Lalit Kumar
Date: 19-04-2024 14:01:09
Reason: Approved

Under Secretary

Copy to:

1. All persons concerned
2. All HODs
3. Sr. Accounts Officer, PSSCIVE Bhopal
4. SO (Estt.) / SO (C&W)
5. Storekeeper
6. PS to JD, PSSCIVE Bhopal
7. Personal file of persons concerned
8. Guard File