

ICAR-NDIAN GRASSLAND AND FODDER RESEARCH INSTITUTE,  
JHANSI-284 003

F.No.01(II)/Work Allotment/2016 (Part-II)

Date: 03-10-2018

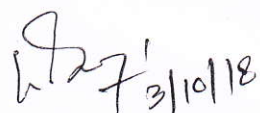
OFFICE ORDER

Consequent upon the superannuation of Shri. N.S. Rawat, AAO(Legal), DDO(MR) & I/C Medical Unit, IGFRI, Jhansi on 30.09.2018, Director IGFRI, Jhansi is made following arrangements to look after the works of various Administrative Section with immediate effect.

S.No.	Name	Designation	Present assigned Work	New Assigned work
01.	Sh. Harjeet Singh Yadav	AAO	Establishment/ Recruitment	*Legal Section in addition his assigned works
02.	Sh. Vijay Kumar Tiwari	AAO	Estate	DDO(MR) & I/c Medical Unit
03.	Smt. Neelam Swarnkar	AAO	-	Estate Section

\*for additional charge of AAO(Legal) Sh. H.S. Yadav, AAO will not be entitled any additional remuneration.

This issues with the approval of the Director.

  
I/c Sr. Adm. Officer &  
Head of Office

Distribution:

1. All above AAOs for information please.
2. Sh. V.K. Tiwari, AAO with the request to please hand over entire charge to Smt. Neelam Swankar, AAO in respect of Estate.
3. Smt. Neelam Swankar, AAO with the request to please take over the entire charge in respect of Estate section.
4. Sh. V.K.Tiwari, AAO is requested to please take over the charge from former AAO w.r.t. DDO(MR) & I/c Medical Unit.
5. Sh. H.S. Yadav, AAO is also request to please take over the charge if any from former AAO in respect of Legal Section
6. All Heads of Division/PC(FC)/SFAO/AAOs/ I/c of All Unit etc. for information.