

F.No.2-1/2018-Adm.I  
Government of India  
Archaeological Survey of India  
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24, Tilak Marg, New Delhi – 11 00 01  
Dated : .06.2018

Office Order No: 109/2018 – Admn. I

06 JUN 2018


Consequent on their assumption of charge as Administrative Officer in the ASI Headquarters Office, the allocation of work among them shall be as indicated below:

S.No	Name of Officer	Present place of posting	New place of posting on promotion as A.O.	Remarks
1	Smt. Santosh Gupta	Adm.II	Adm.II	Smt. Santosh Gupta will report through DD(Adm) in respect of the work presently being handled by her in Adm.II Section.
2	Shri Ummed Singh	Vigilance	Vigilance	Shri Subhash Chand, S.O., Adm.I shall stand relieved of the additional charge of Vigilance Section
3	Smt. Saroj Tanwar	World Heritage	World Heritage	
4	Shri Mohan Lal	Museum	Museum	
5	Smt. Padma Chandran	Adm.I	Planning	Smt. Padma Chandran will continue to look after the work relating to Conservation Branch in Adm.I Section and report through DD(Adm) in addition to her work.
6	Shri Chandan Singh	Adm.II	Adm.II (Pay & Pension)	Shri Chandan Singh will report through DD(Adm) in respect of the works presently being handled by him in Adm.II Section.

2. Shri Shail Kumar, S.O., RTI shall look after the work of Conservation & NCF Sections during the period of absence of Smt. Kavita Gulati, S.O. on training at ISTM from 11.6.2018 to 31.8.2018 in addition to his own duties.

The above orders will take effect immediately and until further orders.

This issues with the approval of Competent Authority.

  
(P.G. Kaladharan)  
Director (Administration)

Copy to:

1. All the Officers concerned.
2. PS/PA to DG/ ADG(Admn)/ Jt. DG(Arch)/ Jt.DG (Cons.MH) /All Directors at ASI Hqrs.
3. Dy. Director (Admn.)/ Dy. Director (A/C), ASI Hqrs., New Delhi
4. Adm-II / Vig. / General Sections, ASI
5. The President/ Secretary General, AIASA, New Delhi
6. Hindi Section for Hindi Version.
7. Office Order Folder/ Guard File