

**PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTING)
DOORDARSHAN KENDRA, AHMEDABAD: 54**

No.AHM:DD:5(5)/2018(Admn) 245

Date: 4th April, 2018

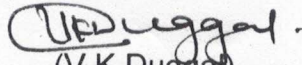
OFFICE ORDER

In partial modification / supersession of all previous orders, with immediate effect, the distribution of work of the following UDC:-

1. Shri Rajesh Victor, UDC shall handle service matters of all non gazetted Program Staff of this Kendra. He shall also attend to the duties of the Legal Cell.
2. Shri R K Raval, UDC shall handle the service matters of all Gazetted Officers of this Kendra. Shri Victor shall hand over all files and related records to Shri Raval.
3. Smt Deepshika Kaul, LDC shall prepare the APR of Program Staff. This work shall be in addition to her current assigned duties. Shri Victor shall provide all details in this regard to Smt Kaul.
4. Shri HN Pandey, UDC shall deal with the condemnation of the two office vehicles as per the instructions of the Hon Director General, Doordarshan, New Delhi and shall ensure that the same is sent to the Directorate at the earliest. Shri KB Parmar, UDC shall provide all details and assistance to Shri Pandey in this regard. This work shall be in addition to her current assigned duties.

In addition to the above, they will also carry out any other work as and when assigned to them by their superiors.

This has the approval of the Head of Office.


(V K Duggal)

Administrative Officer

FOR DY.DIRECTOR GENERAL (ENGINEERING)

To all concerned.

Copy to

1. DDG(E) / RTI Cell
2. Smt Mini Umesh, LDC, DDK, Ahmedabad