

BUREAU OF INDIAN STANDARDS

(Ministry of Consumer Affairs, Food &
Public Distribution, Govt. of India)

स्थापना विभाग

मानक भवन

9, बहादुरशाह जफर मार्ग

नई दिल्ली 110002

हमारा संदर्भ : स्था-III/06:01/2022/05

दिनांक : 23 दिसम्बर 2022

कार्यालय ज्ञापन

Shri Hentinthang Chongloi, Section Officer (Emp.No.063940) is informed that he has been selected for promotion to the post of Assistant Director (Administration & Finance) in the Level-10 in the Pay Matrix.

2. As decided by the Competent Authority, he has been posted at **Eastern Regional Office (ERO) with additional charge of Eastern Regional Office Laboratory (EROL), Kolkata**. His promotion will take effect from **01.01.2023** or the date he assumes his duties of the post of Assistant Director (Administration & Finance) at **Eastern Regional Office (ERO), Kolkata, whichever is later**. He may send his duty assumption report through his Departmental Head to the undersigned.

3. He shall be on probation for a period of two years from the date of his promotion which may be extended by the Appointing Authority as permitted under the Rules and Regulations of the Bureau. During the period of probation, he will be liable to be reverted to the post of Section Officer without any notice or any reason being assigned.

4. His initial pay in the post of Assistant Director (Administration & Finance) will be fixed on receipt of his option proforma, as per rules, which may be sent to the undersigned through his Departmental Head within one month from the date of issue of this office memorandum. **Option once exercise will be final.**

5. He will be required to serve anywhere in India.

6. As regards other terms and conditions of his service, he will be governed by the Rules and Regulations of the Bureau in force and as amended from time to time.

हस्ता-/

(एन. रवि शंकर)

निदेशक (स्थापना)

Encl: As above

[Through Head(GHBO)]

Shri Hentinthang Chongloi
Emp. No. 063940
BIS, Guwahati Branch Office (GHBO)
Guwahati

Copy to : i) DG Sectt. ii) ADG iii) CVO iv) DDGA v) DDGE vi) DAC vii) Head(EROL)
viii) Head(GHBO) ix) DRA x) Leave File (concerned Deptt) xi) Computer Updation (Estt.-V)

o/c
S. K. Singh
AD (APP)
23.12.2022

शिवशंकर
निदेशक (स्थापना)