

**BUREAU OF INDIAN STANDARDS**  
**(Establishment Department)**

Manak Bhavan,  
9, Bahadur Shah Zafar Marg,  
New Delhi - 110 002.

Our Ref: Estt-III/02:09/2023/01

Dated: 29.04.2024

**OFFICE MEMORANDUM**

Consequent upon joining to the post of Deputy Director (Library) on deputation basis, Smt. Yogita Ahuja, Deputy Director (Library) shall assume the charge of Head (Library Service Centre) with full Administrative and Financial power, until further order.

2. Accordingly, Shri Shoaib Akhter, Director (Establishment), has been relieved from the additional charge of Head (Library Service Centre).
3. This is issued with the approval of the DG-BIS.



**(Lt. Col. Kumar Shantanu)**  
**Deputy Director General (Administration)**

**Smt. Yogita Ahuja,**  
**Deputy Director (Library) - on deputation**  
**Emp. No.: 073334**  
**BIS Directorate General,**  
**New Delhi.**

**Copy to: Shri Shoaib Akhter, Director (Establishment)**

**Circulated to:**

इंट्रानेट के माध्यम से सभी विभागों में सीएल और आरओ/बीओ/निट्स, नोएडा सहित सभी मुख्यालयों में जानकारी के लिए।

**All the departments at BIS-HQs/ROs/BOs/IOs/Labs & NITS through BIS Intranet.**