<u>भारतीय मानक ब्यूरो</u> HUMAN RESOURCES DEVELOPMENT DEPARTMENT

Manak Bhavan 9 B.S. Zafar Marg New Delhi-110 002

Our Ref: HRD/19:5/2022

18 Aug 2022

MEMORANDUM

As decided by the Competent Authority, Smt. Sneh Lata, Sc.F & Head (DLBO-II) is informed that in the absence of Shri R.K.Tyagi, Sc. F & DDGC, she will look after the work of DDGC w.e.f. 22 August 2022 to 27 Aug 2022 in addition to her own duties. She will also exercise all the Administrative and Financial powers of DDGC.

(Jitender Kumar) Scientist-E & Head (HRD)

Smt. Sneh Lata, Scientist-F & Head (DLBO-II) New Delhi

Copy to:

- i) DG Section
- ii) ADG Section
- iii) CVO
- iv) Sc-F & DDGC
- v) DDGA Section
- vi) DLBO-II
- vii) CRO

Scientist-E & Head (HRD)