dated: 28th Aug 2024

BUREAU OF INDIAN STANDARDS (GENERAL SERVICES DEPARTMENT)

Circular/परिपन्न

<u>Subject:</u> Review Meeting by Shri Pralhad Joshi, Hon'ble Minister of Consumer Affairs, Food and Public Distribution

With reference to the visit of Sh. Pralhad Joshi, Hon'ble Minister of Consumer Affairs, Food and Public Distribution and President of the Bureau, on 29.08.2024 at Manak Bhawan, I am directed to inform the following:

- 1. All employees to ensure that there is no unnecessary movement in the corridors and office premises during the visit of Hon'ble Minister.
- 2. The Hon'ble Minister will be taking a round of BIS premises. Heads of all the Departments at HQs are therefore, requested to maintain the upkeep of their departments.
- 3. All HODs are requested to ensure strict compliance of the above.
- 4. It is also informed that the review meeting will be followed by lunch. CVO, All DDGs and HODs are requested to join for the lunch. Lunch for DDGs and above will be arranged in Cafeteria and for HODs in Committee Lunch room, Manakalaya.
- 5. This issues with the approval of Competent Authority.

Director (GSD)

Circulated to :-

- 1. CVO;BIS
- 2. All DDGs at HQs
- 3. All HODs at HQs.