

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

Manak Bhavan  
9, B.S.Z. Marg  
New Delhi - 110002

Our Ref: Estt. I/06:01/01/2021

Dated: 5.3.2021

**OFFICE MEMORANDUM**

Further to Office Memorandum of even number dated 1 January 2021 and 5 February 2021 and with reference to his request dated 8 February 2021, as decided by the Competent Authority, Shri S.V.S. Bhavanarayana, Assistant Section Officer, Employee No. 058629, HYBO, Hyderabad has been posted in NITS, Noida on promotion to the post of Section Officer.

2. Therefore, Shri S.V.S. Bhavanarayana should send his duty assumption report on promotion accordingly to the undersigned by email at [estt@bis.gov.in](mailto:estt@bis.gov.in) through his Departmental Head.

3. The other terms and conditions of the Office Memorandum dated 1 January 2021 remain unchanged.

sd/-

(Sandeep Meena)  
Director (Establishment)

(Through Head, HYBO)

Shri S.V.S. Bhavanarayana  
Employee No. 058629  
BIS Branch Office  
Hyderabad

- Copy to:
- i) Head, HYBO, Hyderabad
  - ii) DDGR (S)
  - iii) Head, NITS
  - iv) DDG (PRT)
  - v) Director (Finance)
  - vi) Director (Accounts)
  - vii) Leave File
  - viii) Computer Up-dation & GIS
  - ix) ITSD (for uploading on BIS Intranet)
  - x) KOBO – for information

  
Director (Establishment)