

BUREAU OF INDIAN STANDARDS

**ManakBahavan
9 B.S. Zafar Marg
New Delhi-110 002**

Our Ref: HRD/19:1(2020)

12 January 2021

Subject: Placement of Scientific Cadre Officers

MEMORANDUM

The Competent Authority has decided to place the following Scientific Cadre Officers as per the details given against their names:

S No	Employee No	Name of the officer	Designation	From	To
1.	057835	Smt. Manju Gupta	Scientist-F	MSCD	Head (FMCD)
2.	062618	Shri Sanjiv Maini	Scientist-E	Head (HMD) with additional charge of Head (FMCD)	Head (HMD)
3.	062545	Smt. Suneeti Toteja	Scientist -E	Head (SCMD) with additional charge of Head (FAD)	Head (FAD)
4.	063321	Shri Chinmay Dwivedi	Scientist -E	Vigilance Department	Head (SCMD)

2. The Officers shall be relieved from their present place of posting with immediate effect from 12 January 2021 (AN) and report for duties on 13 January 2021 (FN). No joining time or transfer TA shall be admissible, being local placements/ posting.

3. They should send their relieving/joining reports through their reporting officer to the Head (HRD) (at e-mail hrd@bis.gov.in) together with a copy endorsed to Director (Finance) (by fax No.23231696 or e-mail- fin@bis.gov.in) in due course.

-sd-
(Roma Roy)

Deputy Director General (Admin.)

To all officers concerned through BIS Intranet.

Copy to:

- i) DG Section
- ii) ADG Section
- iii) CVO
- iv) DDGA
- iv) All DDG concerned
- vi) DDGF
- vii) Personal file
- viii) Concerned Departments
- ix) Transfer file


Deputy Director General (Admin.)