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F. No. 16-73/2014-O&M
Ministry of Communications & IT
Deptt. of Telecommunications
20- Ashoka Road, Sanchar Bhawan, New Delhi

Dated : 01.10.2014

OFFICE MEMORANDUM

SUB: Constitution of Special Task Force for supervision of 'Special Cleanliness Drive' in Sanchar Bhawan - reg

With the approval of the competent authority, a Special Task Force as per the following composition has been formed for the overall supervision of 'Special Cleanliness Drive' presently going in Sanchar Bhawan from 24.9.14 to 31.10.14 as part of the "Swachh Bharat Mission" :-

Sl. No.	Name & Designation	Role
1	Shri S. C. Sharma, DDG (C&A)	Chairman
2	Shri Pracheet Khanna, Dir (Estt.)	Member
3	Shri Rajiv Roy, Director (Fin.)	Member
4	Shri S. P. Mohapatra, Dir (Civil)	Member
5	Shri O. S. Ashok, Director (Admn.)	Member
6	Shri V. K. Gupta, SE (Civil), BSNL	Member
7	Shri Manish Kumar, SE (Elect.), BSNL	Member

2. The Task Force will monitor the cleanliness status of the entire Sanchar Bhawan premises and issue specific directions for suitable measures to the concerned agency, wherever required, and ensure its implementation in a time bound manner.


(Vimal)

Under Secretary (C&A)
Tel : 23036073

To
Chairman & Members of the Task Force as above

Copy for information to :-

- (i) PPS to Secretary (T)/Member(F)
- (ii) PPS to AS(T)/Advisor(O)/Advisor(T)/Sr. DDG (BW)
- (iii) PPS to WA / JS(A)/DDG(Estt.)

Copy also to: Director (IT-2) for uploading to 'Knowledge Management section' of e-office under the segment earmarked for DDG(C&A).

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Dated : 01.10.2014

OFFICE MEMORANDUM

SUB: Constitution of Special Teams for implementation of 'Special Cleanliness Drive' in Sanchar Bhawan – reg.

With the approval of the competent authority, two Special Teams as per the following composition have been formed for ensuring implementation of the cleanliness works presently going in Sanchar Bhawan from 24.9.14 to 31.10.14 as part of the "Swachh Bharat Mission" :-

Team - I

Sl. No.	Name & Designation
1	Shri A. K. Singh, US(T)
2	Shri Jayant Chaudhary, SO (G-II)
3	Shri Ravinder Kori, Assistant, G-II Section
4	Shri V. S. Rawat, Assistant, G-I Section
5	Shri Jitender Kumar, Assistant, G-I Section

Team - II

Sl. No.	Name & Designation
1	Shri Vimal, US(C&A)
2	Shri Shailesh Kumar Singh, SO (G-I)
3	Shri Asgar Hussain, Assistant, G-I Section
4	Shri H. C. Arya, Assistant, G-II Section
5	Shri Manmohan Singh, UDC, G-I Section

2. The special teams will survey the status of day to day cleaning jobs/requirements inside and outside the Sanchar Bhawan premises and ensure their timely implementation with the help of concerned agencies.


(Vimal)

Under Secretary (C&A)
Tel : 23036073

To

All the team members as above

Copy for information to :-

- (i) PPS to Secretary (T)
- (ii) PPS to AS(T)

Copy also to: Director (IT-2) for uploading to 'Knowledge Management section' of e-office under the segment earmarked for DDG(C&A).