

PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
DIRECTORATE GENERAL: DOORDARSHAN
MANDI HOUSE: NEW DELHI

No 904/8/2018 Scor-II

Dated 07.01.2019

OFFICE MEMORANDUM

Subject: Method for approval of Leave and Domestic Tour programmes of Senior Officers of Prasar Bharati-reg

A copy of Prasar Bharati Secretariat's letter No. Misc-1/54/2014-PPC dated 20.12.2018 along with its enclosures is forwarded herewith.

2. All Senior officers of Prasar Bharati should take prior approval of their controlling officers as per the instructions issued vide F.No. M-1001/7/2015-PPC dated 20/7/2016 before proceeding on leave/domestic tour.

3. In this connection the requisite information is forwarded herewith for information and necessary action.


(Vijay Gupta)
28/01/19

Deputy Director (Admn)
Tel #23389232

Encl : As above

To,

1. DG : Doordarshan
2. E-in-C , All ADGs in DG:DD
3. All Zonal ADGs
4. All DDGs in DG:DD

Copy to : DDG (IT) with the request to upload the same on the DD website

Prasar Bharati
(India's Public Service Broadcaster)
Prasar Bharati Secretariat
Prasar Bharati House
Copernicus Marg, New Delhi

Misc-1/54/2014-PPC

Dated: 20th Dec, 2018

Subject: Method for approval of Leave and Domestic Tour programmes of Senior Officers of Prasar Bharati

Reference is invited to the Office Order No. 193/2016-PPC dated 20.07.2016 issued vide F. No. M-1001/7/2015-PPC, on the above mentioned subject wherein instructions were issued regarding sanction of leave/domestic tour programmes of senior officers of Prasar Bharati.

2. In order to ensure proper implementation of the ibid order, the Office Order no. 193/2016-PPC dated 20.07.2016 is hereby circulated for information and necessary action all concerned (Copy enclosed).

Encl: As stated above

Rajan Bhasin

(Rajan Bhasin)
Dy. Director (Pers)

To

- i. DG, AIR
- ii. DG, Doordarshan
- iii. DG, NSD, AIR
- iv. DG, (N&CA), Doordarshan
- v. E-in-C, AIR
- vi. E-in-C, Doordarshan
- vii. All ADGs, Prasar Bharati Secretariat
- viii. All ADGs, DG: Doordarshan/DG: AIR through DDA(Scor), DG: Doordarshan/DG: AIR

Copy for information to:

- PS to Chairman / Staff Officer to CEO
- PS to Member (F)
- Director (T) with request to host this OM on PB website
- Hindi Unit for Hindi Version

उप निदेशक (प्रशास) विजय गुप्ता का कार्यालय
डाकरी संख्या 1488
दिनांक 27/12/2018

(SCOR) II

59

Prasar Bharati
(India's Public Service Broadcaster)
Prasar Bharati Secretariat
2nd Floor, PTI Building
Sansad Marg, New Delhi

No. M-1001/7/2015-PPC

Dated: 20th July 2016

OFFICE ORDER NO. 193 2016-PPC

Subject: Method for approval of Leave and Domestic Tour programmes of Senior Officers of Prasar Bharati –regarding

In supersession to this secretariat's office order No. 160/2016-PPC dated 30.06.2016, instructions regarding sanction of Leave/domestic tour programmes of Senior officers of Prasar Bharati will be as under:-

Sl. No.	Designation of the officer and Office	Method
1.	DGs (AIR, Doordarshan, News, N&CA), E-in-Cs (through respective DGs)	All type of leave/domestic tour to be approved by CEO over E-mail.
2.	ADGs in AIR and Doordarshan	Leave/domestic tour to be approved by respective DGs/E-in-Cs.
3.	Zonal ADGs (Programme)	The Leave / tour to be approved by respective DGs. However, Zonal ADG (Programme) should inform Members (PB) and CEO before proceeding on leave / tour, as they may have other tasks
4.	ADGs in Prasar Bharati Secretariat (except ADG (Plan & Revenue) who reports directly to CEO)	The Leave/domestic tour to be approved by respective Member and CEO to be kept informed over E-mail
5.	DDGs in AIR and Doordarshan	Leave / domestic tour to be approved by respective ADG / E-in-C/ DG
6.	DDGs in Prasar Bharati Secretariat	Leave / domestic tour to be approved by respective ADG / Member and CEO to be kept informed over E-mail.

2. All officers should take prior approval of their controlling officers mentioned above, before proceeding on leave/domestic tour.

3. This issues with the approval of the Competent Authority.

Sandeep
(Sandeep Kumar Sinha)
Dy. Director (Personnel)

Contd.../-

To,

- i) DG, AIR
- ii) DG, Doordarshan
- iii) DG, NSD, AIR
- iv) DG, (N&CA), Doordarshan
- v) E-in-C, AIR
- vi) E-in-C, Doordarshan
- vii) All ADGs, Prasar Bharati Secretariat
- viii) All ADGs, DG: Doordarshan/DG: AIR through DDA(Scor), DG: Doordarshan/
DG: AIR

Copy for information to:

1. PS to Chairman / Staff Officer to CEO
2. Sr. PPS to Member (P)/ PS to Member (F)
3. DDG(T) with request to host this OM on PB website
4. Hindi Unit for Hindi Version