

PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
Directorate General: All India Radio
Civil Construction Wing
6th Floor, Sookhna Bhawan New Delhi
Ph : 24367360

No. SSW-II/CW-I/CCW/AIR/TP/2019-20/PART file/

Dated : 20.04.2020

Office Memorandum

Subject- Roster of officers and staff at the office of CE, CCW, New Delhi for essential requirements as a part of precautionary measures to contain the spread of COVID-19

This has reference to Prasar Bharati O.M. Number D-13023/15/2019-20/GA-I/part file Dated 17/04/2020.

The list of officers and staff including contractuales required for attending of their respective offices for discharging essential functions till 24/04/2020 is as under. After 24/04/2020, the new roster will be drawn.

1. Sh RM Garg, SSW-I
2. Sh AK Gupta, S S W-II
3. Sh Rajeev Garg, SSW- III
4. Sh RK Talwar, EO -II
5. Sh S D Sharma , Consultant
6. Sh RS Sharma, DDO
7. Sh D Sen AE, Legal
8. Sh Dharmendra Mohan, Stenographer
9. Sh Dinanath, ASO
10. Sh N.K. Mehra , Consultant
11. Sh Munda , Cashier
12. Sh A.K. Soni, UDC
13. Sh. Dev Singh , Driver
14. Sh Yadav Prasad, .MTS
15. Sh Chander Negi, MTS
16. Sh . Sandeep Contractual
17. Sh Anil, Contractual
18. Sh Rajendra, Contractual
19. Sh Ramavtaar , Driver

SSW- I office

1. Sh BK Behra SW(C)
2. Sh HP Singh SW(C)
3. Sh Rakesh Malhotra, EA
4. Sh DS Deshwal AE(P)
5. Sh Raj Kumar AE(P)
6. Smt Sujatha, Steno
7. Sh Kanwaljeet, Steno
8. Sh Lal Babu, Daftary

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9. Sh Sagar , Contractual

SSW- III office

1. Sh Sibendu Mandal
2. Sh Krishna Pal ASW(C)
3. Sh Lakhmi Chand AE(P)
- 4 Smt Kavita Malhotra Steno
5. Sh Tarun Thapaliyal UDC
- 6.. Sh Harendra Kumar , Daftary

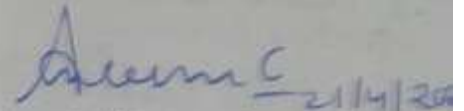
The other officers and staff would be working from home. They should be available on telephone and electronic means for communications at all times. They should attend office, if called for, in case of any exigencies of work.

It is further advised that SEs/EEs for Civil and Electrical Discipline will draw the roster of essential staff in their Circles/Offices and advise the field units so that essential services are not disturbed.

The EE(C) -III , Soochna Bhawan to take note that caretaking staff should be made minimal at Soochna Bhawan. Sirifort Auditorium should be judiciously closed. Only bare minimum washroom should be made operational.

The care- taker should open only those rooms concerning to officers and staff who are mentioned in the roster.

This issues with the approval of the Chief Engineer.



(Avinash Kumar Gupta)

Superintending Surveyor of Works-II

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