

BY fax

No.A-22011/1/2019-Admn.II Prtg-UD

भारत सरकार/ **Government of India**

आवासन और शहरी कार्य मंत्रालय/ **Ministry of Housing and Urban Affairs**

मुद्रण निदेशालय/ **Directorate of Printing**

निर्माण भवन, नई दिल्ली/ **Nirman Bhawan, New Delhi**

दिनांक/**Dated**:13.12.2019

OFFICE MEMORANDUM

Subject: Work allocation in the Govt. of India Presses namely Minto Road, Rashtrapati Bhawan and GITBP, Bhubaneswar- reg.

Consequent upon superannuation of Shri B. M. Saxena on 30.11.2019, Shri D. K. Jain presently working as Dy. Director (B&F) at HQs will hold the additional charge of Manager of GIPs namely Minto Road, Rashtrapati Bhawan and GITBP Bhubaneswar. He will exercise the statutory powers attached with the post of Manager in all these Press units.

2. As communicated earlier vide this Directorate's Order of even number dated 29.11.2019, in the absence of regular General Manager/Manager in a Press unit, all administrative and financial powers delegated to the post of Manager will be exercised by the OIC of the concerned Press.
3. For disposal of court cases, OIC of the concerned Press will be competent to sign the affidavits etc. on press matters.
4. The leave sanctioning authority in respect of the OICs of above Presses will be Director (Printing).



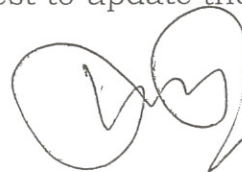
(Prem Parkash)
Joint Director (Admn.)

To

OICs of Govt. of India Presses: Minto Road, New Delhi, Rashtrapati Bhawan and GITBP, Bhubaneswar.

Internal distribution:

PS to Director (Ptg.)/JD (Admn.)/DD (B&F)/DD (Ptg.)/DD (A.I)/DD (A.II)/ CDN Section with a request to update the Directorate's website



Joint Director (Admn.)