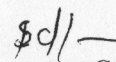


Work Distribution and Leave Arrangement of Branch Officers in Accounts Wing w.e.f 27.03.2024

S.No. (a)	Name & Designation Sh./Smt. (b)	Residence Telephone/ Mobile (c)	Inter- com (d)	Regular Charge (e)	Official who will look after the work of official as shown in "column (b)" of respective S. No. is on leave (f)	Official who will look after the work of official as shown in "column (b) & (f)" of respective S. No. are on leave (g)
1.	Shampa Das, Sr. A.O.	9815936265	244	Account Current, Deposit, DLG and Record Management Cell	Sh. Bhupal Singh, Sr. A.O	Sh. Sanjiv Thakur, Sr. A.O
2.	Sanjiv Thakur, Sr. A.O.	9417883645	417	C-I, C-II, C-III and C-IV	Sh. Gurmeet Singh, Sr. AO	Sh. Manmohit Sharma, Sr. AO
3	Manmohit Sharma, Sr. A.O.	9888377911	475	TM-I, TM-II and TIH (AC/DC & GIA)	Smt. Shampa Dass, Sr. AO	Sh. Sita Ram, Sr. A.O
4	Bhupal Singh, Sr. A.O	9814607422		Works A/Cs-I, Works A/Cs-II (Forest & Code Cell),	Sh. Sita Ram, Sr. A.O	Sh. Gurmeet Singh, Sr. AO
5	Gurmeet Singh, Sr. A.O.	9815187788		EDP (VLC), Loan, Data Analytics & Voucher Validation	Sh. Sanjiv Thakur, Sr. A.O	Sh. Bhupal Singh, Sr. A.O
6	Sita Ram, Sr. A.O	9463291995		Book-I, Book-II, Budget, CFRA, Appropriation and GST & RBD	Sh. Manmohit Sharma, Sr. AO	Smt. Shampa Dass, Sr. AO

Note: (1) In case, if any three B.Os are on leave, sections may get signed their files/ reports from the BO/BOs present at that time.

(2) BOs have to apply for leave prior to proceeding on leave.


Deputy Accountant General (A/Cs & VLC)