

I/154682/2024

**ICAR-NATIONAL BUREAU OF SOIL SURVEY & LAND USE PLANNING
AMRAVATI ROAD: NAGPUR-440033****F. No. 12-151/24-Adm/****Date: 07.08.2024****OFFICE ORDER**

The Director, NBSS&LUP, Nagpur is pleased to re-assign the following work to the following officers/officials in addition to their existing duty without any additional remuneration as details given below:

- i. Shri Manvendra Singh, Administrative Officer will look after the repair and maintenance work in place of Shri Benukantha Dash, Scientist for Bajaj Nagar & Office Campus Amravati Road as well. Shri Surya Prakash, Technician (T-1) Division of LUP will assist the AO in maintenance work in campus.
- ii. Mrs. Nirmala Kumar, Asstt. Administrative Officer will look after the charge of AAO, Regional Centre, Jorhat.
- iii. The files from the Centres having regular AAOs will be sent to AO directly.
- iv. The files from RC, Udaipur will be received by Shri Toran Prasad and Shri Kamlesh Sharma, AAO depending upon the file category as decided earlier.
- v. Shri Manvendra Singh, Administrative Officer will act as I/C of Krishi Kunj, Bajaj Nagar Campus including Guest House.

Sd/-

(Manvendra Singh)
Administrative Officer

Distribution:

- Shri Manvendra Singh, Administrative Officer, ICAR-NBSS&LUP, Nagpur.
- Shri Surya Prakash, Technician through Head, Division of LUP, NBSS&LUP, Nagpur.
- Shri Benukantha Dash, Scientist, Division of RSA, Nagpur.
- Smt. Nirmala Kumar, Asstt. Administrative Officer through Head, Regional Centre, Kolkata.
- Shri Kamlesh Sharma, Asstt. Administrative Officer, NBSS&LUP, Nagpur.
- The Head, Division of SRS/RSA/LUP, NBSS&LUP, Nagpur.
- The Head, ICAR-NBSSLUP, Regional Centre, New Delhi/Udaipur/Jorhat/Kolkata/Bangalore.
- The Chief Administrative Officer, NBSS&LUP, Nagpur.
- The Chief Finance & Accounts Officer, NBSS&LUP, Nagpur.
- The Drawing & Disbursing Officer, NBSS&LUP, HQrs., Nagpur.
- I/c, ARIS Cell, NBSS&LUP, Nagpur for uploading on institute website.
- The PS to Director, NBSS&LUP, Nagpur.