No.78/4/2010-Adm.I
Government of India
Ministry of Labour and Employment
Labour Bureau

SCO 28-31,Sector 17-A,
Chandigarh -160017,

Dated: 16-07-2013.

OFFICE ORDER No. 94 OF 2013

In exercise of the powers conferred under Rule 14 of the Delegation of Financial Powers Rules, 1978 read with Rule 142 of Central Treasury Rules, **Ms. Swagata Mitra, Assistant Director, Labour Bureau, Regional Office, Kolkatta** is hereby declared as **"Head of Office"** in respect of Labour Bureau, Regional Office, Kolkatta for all purposes and as **"Controlling Officer"** for the purpose of Travelling Allowance of Group 'B' Gazetted and Non-Gazetted staff of Labour Bureau, Regional Office, Kolkatta under S.R. 191 with immediate effect till further orders.

2. **Ms. Swagata Mitra, Assistant Director**, Labour Bureau, Regional Office, Kolkatta is also declared as **Drawing & Disbursing Officer** with Cheque signing authority.

Hindi version would follow.

(Daljeet Singh)
Director General

Distribution:

1. The Pay & Accounts Officer, Labour Bureau, Chandigarh.
2. The Manager, Union Bank of India, Kolkatta along with the specimen signatures of Ms. Swagata Mitra, Assistant Director, Labour Bureau, Regional Office, Kolkatta.
3. Shri Harpreet Singh, Under Secretary, Govt. of India, ESA Unit, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg New Delhi.
4. The Controller of Accounts, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi.
5. Shri S.S. Negi, Director, Labour Bureau, Shimla.
6. Director(Adm.), Labour Bureau, Chandigarh.
7. Head of Office, Labour Bureau, Shimla.
8. All Divisional Heads, Labour Bureau, Chandigarh/Shimla and Regional Offices.
9. Officer Order Book.
10. Shri A.S. Tanda, EDP Manager, Labour Bureau, Chandigarh.
11. P.A. to D.G.
12. Hindi Cell for hindi version.