

No.78/4/2010-Adm.I/प्रशा.1

Government of India/भारत सरकार

Ministry of Labour and Employment/ श्रम एवं रोजगार मंत्रालय

Labour Bureau/ श्रम ब्यूरो

Shram Bureau Bhawan,  
Block No.2, Institutional Area,  
Sector 38-West, Chandigarh-160036.  
Dated the 7th November, 2023

**OFFICE ORDER No. 264 OF 2023**

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, **Shri Rakesh Vaid, Deputy Director, Labour Bureau, Chandigarh** is hereby declared as "Head of Office" in respect of Labour Bureau, Chandigarh for all purposes with effect from afternoon of 07.11.2023, until further orders.

2. In exercise of powers conferred by item 54 of Appendix (I) Rule 2(6) of F.Rs and S.Rs the undersigned also hereby declare **Shri Rakesh Vaid, Deputy Director, Labour Bureau, Chandigarh** as "Controlling Officer" for the purpose of Travelling Allowance Adjustment for the officers below the level of Assistant Director. **Shri Anil Kumar Sharma, Deputy Director General**, will be the controlling officer in respect of officers of level of Assistant Director and above upto the level of Deputy Director General for the purpose of Travelling Allowance adjustment. Shri Rakesh Vaid will be the controlling Officer for Medical Reimbursement upto an amount of Rs. 2000/- in case of OPD and upto Rs. 5000/- in case of IPD.

3. The undersigned also hereby delegates to **Shri Rakesh Vaid, Deputy Director**, the following powers subject to the conditions specified in relation to corresponding items of the Supplementary Rules and General Financial Rules.

- (1) To decide the shortest of two or more routes except in the case of Assistant Director/Hindi Officer/PPS/Programmer/Deputy Director/EDP Manager/Joint Director/Director in whose case the power will continue to be exercised by the Head of Department.
- (2) To sanction advances to Government Servants in connection with natural calamities.

( Alok Chandra )

Sr. Labour & Employment Adviser/Director General

**Distribution:**

1. The Pay & Accounts Officer, Labour Bureau, Chandigarh along with the specimen signatures of Shri Anil Kumar Sharma, DDG & Shri Rakesh Vaid, Deputy Director, Labour Bureau, Chandigarh.
2. The Manager, Union Bank of India, Sector - 17 B, Chandigarh along with the specimen signatures of Shri Anil Kumar Sharma, DDG & Shri Rakesh Vaid, Deputy Director, Labour Bureau, Chandigarh.
3. Under Secretary, Govt. of India, ESA Unit, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg New Delhi.
4. Under Secretary, Adm.III Section, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi.
5. The Controller of Accounts, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi.
6. All Divisional Heads, Labour Bureau, Chandigarh and all Regional Offices of Labour Bureau.
7. Shri Anil Kumar Sharma, DDG, Labour Bureau, Chandigarh.
8. Shri **Shri Rakesh Vaid, Deputy Director**, Labour Bureau, Chandigarh.
9. PA to DDG(BE)/DDG(SSN)/DDG(DM)
10. Section Officers/DDO, Labour Bureau, Chandigarh.
11. Cashier, Labour Bureau, Chandigarh.
12. Hindi Cell for Hindi version.