

As on 30-01-2009

LIST OF WORK DISTRIBUTION OF R.V.A. BRANCH .

Sr.. No	Name & Designation. S/Sh	Telephone No if any	Distribution of work
1.	Sh. Satish Kumar Sharma, Under Secretary Protocol H.No. 1135 Sec. 20 B, Chandigarh	0172-2775924	
2-	Sh. Ashwani Kumar Narang Deputy Superintendent RVA Branch H.No. 508, Sec. 61 Chandigarh	0172-4617508	
3.	Room Reservation Asstt. Vacant		Reservation of rooms in Haryana Bhawan , Haryana State Guest House, Chankyapuri, New Delhi , Benmore Circuit House, Shimla, & Circuit House Ambala.
4	Sh Bharat Bhushan Asstt. (VA-I) H.No. 1560 Sec. 20-B. Chandigarh	Nil	Provide of cars to all F.C. & Commissioner & Secretaries , Spl. Secretaries/ Joint Secretaries/ other Officer etc. from State Secretariat car Pool. including drivers and purchase / P.O.L. Coupons/ maintenance of cars for State Secretariat car Pool, provide Staff cars to Haryana Bhawan, New Delhi.
5.	Sh. Attar Singh , Asstt. (VA-II) Vill. Kansal , behind HR. Civil Sectt. Near Shiv Temple Kansal , (Distt Mohali)	Nil	All policy matters relating to Staff cars/ Vehicles. Advice of purchase of new staff cars/vehicles. Including norms, entitlement, type of vehicles for various categories of officers of Govt. Deptts/ Boards/ Corporations/ authorities etc. and Instructions reg.. purchase of Vehicles. All meetings . Other Misc. work. Some matters relating to Haryana Bhawan.
6.	Sh. Balwinder Singh, Clerk H.No. 2632, Phase 11 Mohali (Distt. Mohali)	Nil	
7.	Sh. Vikram, Peon H.no. 3503, Vill maloya Colony, UT, Chandigarh	Nil	