

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT: SERVICES-I BRANCH  
DELHI SECRETARIAT: 7<sup>TH</sup> LEVEL: B-WING  
I.P. ESTATE: NEW DELHI  
<http://services.delhigovt.nic.in>  
Tel:011 - 23392038

F.8/28/98/S.I/

ORDER No: 76

Dated: 18/02/2020

The Competent Authority is pleased to grant ½ day casual leave to Ms. Manisha Saxena, IAS (AGMUT:1996), Secretary (UD) & Director (Local Bodies) holding additional charges of Secretary (Tourism) & Secretary (Art, Culture & Language) for 14.02.2020 (Afternoon) [sufficing 15.02.2020 & 16.02.2020 being Saturday/Sunday] to visit Goa on personal grounds with permission to leave the station from the afternoon of 14.02.2020 to 16.02.2020.

Further, the Competent Authority is pleased to order that Shri H. Rajesh Prasad, IAS (AGMUT:1995), Commissioner (T&T) shall look after the charge of Secretary (Art, Culture & Language) and Secretary (Tourism) during the leave period of Ms. Manisha Saxena, IAS.

  
(ASHWANI KUMAR MEHTA)  
DEPUTY SECRETARY-I (SERVICES)

Dated: 18/02/2020

F.8/28/98/S.I/

Copy to the :

1. Principal Secretary to Lt. Governor, Delhi.
2. Additional Secretary to Chief Minister, Govt. of NCT of Delhi.
3. Secretary to Dy. Chief Minister, Govt. of NCT of Delhi.
4. Secretary to Speaker, Delhi Vidhan Sabha, Delhi.
5. Secretary to Deputy Speaker, Delhi Vidhan Sabha.
6. Secretaries to all Ministers, Govt. of NCT of Delhi.
7. OSD to Leader of Opposition, Govt. of NCT of Delhi.
8. OSD to Chief Secretary, Govt. of NCT of Delhi.
9. Additional Chief Secretary (Home/L&B), Govt. of NCT of Delhi.
10. Shri H. Rajesh Prasad, IAS, Commissioner (T&T), Govt. of NCT of Delhi.
11. Ms. Manisha Saxena, IAS, Secretary (UD) & Director (Local Bodies), GNCT of Delhi.
12. Secretary (Power), GNCT of Delhi- Link officer of Secretary (UD).
13. All Pr. Secretaries/Secretaries /Spl. Secretaries/Addl. Secretaries, GNCTD, Delhi.
14. All HODs/Local Bodies/Public Undertakings, Govt. of NCT of Delhi, Delhi.
15. P.A to Secretary/Special Secretary/Dy. Secretary (Services), GNCTD.
- ✓ 16. Section Officer, Services Department, Govt. of NCT of Delhi- with the direction to upload this order on the website of Services Department.
17. Section Officer, Confidential Cell, Services Department, Govt. of NCT of Delhi.
18. PAO VI/ PAO concerned, Govt. of NCT of Delhi, Delhi.
19. Guard file/Personal file.

Copy forwarded to the :

1. Under Secretary (UTS-I), Govt. of India, Ministry of Home Affairs, North Block, New Delhi.
2. Research Officer, Career Management Division, Govt. of India, Department of Personnel and Training [Room No. 215], North Block, New Delhi.

  
(ASHWANI KUMAR MEHTA)  
DEPUTY SECRETARY-I (SERVICES)