

**Administration of
Dadra & Nagar Haveli, UT
(Department of Personnel & Administrative Reforms)
Secretariat,
Silvassa**

No. 1-2(B)(147)/2001-ADM/ 575

Date: 08/05/2017

Read: (i) Order No. 1-2(B)(147)/2001-ADM/106 dated 22/02/2017.

ORDER

Subject: Link Officers to IAS / DANICS Officers posted in the UT of D&NH.

In supersession to Order quoted in preamble (i) above, the Advisor to the Administrator, DD & DNH is pleased to order the following arrangements due to change of substantive charge of IAS / DANICS Officers posted at the level of Head of Office during their absence on leave / tour etc. with immediate effect in addition to their own duties:

Sr. No.	Substantive charge	Link Officer - I	Link Officer - II
(i)	Resident Deputy Collector (Silvassa)	Resident Deputy Collector, (Khanvel)	Chief Officer (Silvassa Municipal Council)
(ii)	Resident Deputy Collector, (Khanvel)	Resident Deputy Collector (Silvassa)	Chief Officer (Silvassa Municipal Council)
(iii)	Deputy Secretary (Personnel)	Deputy Secretary (Social Welfare)	Deputy Director (Transport)
(iv)	Deputy Director (Transport)	Deputy Secretary (Personnel)	Deputy Secretary (Social Welfare)
(v)	Deputy Secretary (Social Welfare)	Deputy Director (Transport)	Deputy Secretary (Personnel)
(vi)	Chief Officer (Silvassa Municipal Council)	Deputy Secretary (Personnel)	Deputy Director (Transport)

2. All the Link Officers shall exercise all the powers and functions of Link Officers as and when concerned Officers proceeds on leave / tour etc. **for more than five days**. In case of leave / tour etc. **upto five days** Link Officers shall look after only routine works and work of urgent nature. The Link Officer shall look after all the charges held by the Officer who proceeds on leave / tour etc.

3. This issues with the approval of Advisor to the Administrator, DD & DNH.


(S. Krishna Chaitanya)
Deputy Secretary (Personnel)

To
All concerned.

To,

1. The P.S. to Hon'ble Administrator, Secretariat, DNH.
2. The P.S. to Advisor to the Administrator, Secretariat, DNH.
3. All Secretaries / Departments / Heads of Office, DNH.
4. The Assistant Director (IT) for uploading in the DNH website and in the web-page of Personnel Department.
5. Office copy / Guard file.