

F.No.17(2)/2017-SD/FA  
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS  
ACCOUNTS BRANCH

Date: 18.09.2019

**Subject: Channel of Link Officers of Accounts, submission of files during the absence of Officers on official tour/leave**

The following link officers of Accounts are designated as indicated below:

S.No.	Name of the Officer	Name of the Link Office (1)	Name of the link officer(2)
1.	Mrs. Neelam Gautam, FA&CAO	Shri Jayanta Chatterjee, Dy. FA&Sr. A.O.	--
2.	Shri Jayanta Chatterjee, Dy. FA& Sr. A.O.	Shri Hari Om Yadav, AFA& AO	Shri Rajeev Bhandari, AFA&AO
3.	Shri Rajeev Bhandari, AFA&AO	Mrs. Parveen Shah, AFA&AO	Shri Hari Om Yadav, AFA& AO
4.	Shri Hari Om Yadav, AFA& AO	Shri Jayanta Chatterjee, Dy. FA&Sr. A.O.	Shri Rajeev Bhandari, AFA&AO
5.	Mrs. Parveen Shah, AFA&AO	Shri Rajeev Bhandari, AFA&AO	Shri Hari Om Yadav, AFA& AO

When an officer is on tour/leave, it has to be ensured that the link Officer, as indicated above, is at the HQs and he/she is briefed about important matters. No separate order would be issued to route the files through the Link Officers and these will be standing instructions. This order supersedes all earlier orders of link officers issued relating to Accounts.

This issues with the approval of the Competent Authority.

  
(R.RANGNEKAR)  
Director (A)

Copy to:

1. All concerned officials
2. All Divisional Heads/Unit Heads
3. Accounts Branch
4. Guard File
5. For Notice Board in e-office/IGNCA website