

Most Immediate

**No. 5/14/2021 -EO (MM-I)
Government of India
Department of Personnel & Training
(Office of the Establishment Officer)**

North Block, New Delhi
Dated: 06 January, 2022

OFFICE MEMORANDUM

Ms. Poonam Meena, IRS (C&IT:2011), who was recommended for Central deputation by the Department of Revenue has been selected for appointment as Deputy Secretary in the D/o Health & Family Welfare, Delhi under the Central Staffing Scheme for a period of four years from the date of taking over charge of the post or until further orders, whichever event takes place earlier. She may kindly be relieved of her duties immediately with instructions to take up her new assignment in the D/o Health & Family Welfare.

2. It may be noted that as per ACC's directions conveyed in DoP&T's Circular No. 3/4/2004-EO(MM-I) dated 17th August, 2005, an officer should join the post within three weeks from the date of issue of DoP&T's appointment order, failing which the process of debarment from the Central Staffing Scheme shall be initiated.

3. Hindi version will follow.



(Ranjit Kumar)

Deputy Secretary to the Government of India

**Department of Revenue,
(Shri Tarun Bajaj, Secretary),
New Delhi.**

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Copy forwarded for information & necessary action:-

1. D/o Health & Family Welfare (Shri Rajesh Bhushan, Secretary) with reference to O.M. No. A-32013/09/2021-Estt.I dated 03.01.2022 **with the request to forward a copy of notification of appointment in respect of Ms. Poonam Meena, IRS (C&IT:2011), as and when the same is issued.**
2. PS to MOS (PP)/PSO to Secretary (P)
3. PPS to EO/DS(SM)/US(FA-UN)/SO(MM-I)/Guard file.
4. Ms. Poonam Meena, IRS (C&IT:2011), through Secretary Department of Revenue.
5. Joint Director (OL) for providing Hindi version.



(Ranjit Kumar)

Deputy Secretary to the Government of India