

Food Safety and Standards Authority of India
(A Statutory Authority established under the Food Safety and Standards Act, 2006)
(Human Resource Division)
FDA Bhawan, Kotla Road, New Delhi – 110 002

02nd Feb, 2022

Office Order No. 38/2022

With the approval of Competent Authority following Personal Assistants of FSSAI Hqrs are transferred within FSSAI Hqrs :-

SI No.	Name	Designation	Currently Posted in/with	Transferred to
1	Ms. Anjali Singh	Personal Assistant	Director (GA Division)	ED (RCD)
2	Ms. Aanchal Jawla	Personal Assistant	O/o Chairperson	Director (Finance Division)
3	Shri Anupam Kumar Pal	Personal Assistant	ED (HR & F&A)	Director (QA-I)
4	Ms. Mohini Rai	Personal Assistant	ED (RCD)	O/o Chairperson
5	Ms. Pallavi Pandey	Personal Assistant	Director (QA-I)	Director (GA Division)
6	Ms. Prabhleen Kaur	Personal Assistant	Director (S&S-II)	CTO (IT Division)
7	Ms. Amrita Sen	Personal Assistant	CTO (IT Division)	Director (S&S-II)
8	Mohd Asif	Personal Assistant	Director (Finance Division)	ED (HR & F&A)

2. All controlling officers are requested to relieve above mentioned officials on or before 11 Feb 2022.
3. Relieving and Charge Assumption Report must be sent to HR Division invariably. Requests for deferment/change/cancellation of posting/transfer in respect of any officials will not be entertained.
4. This issues with the approval of Competent Authority.

Digitally Signed by
Dhananjay Kumar Mehta
Date: 02-02-2022 17:35:33
Reason: Approved
(Dhananjay Kumar Mehta)
Administrative Officer(HR)

Copy to:-

- a. All Concerned official(s) through their reporting Officer(s).
- b. O/o Chairperson/ED(s)/Director(s)/CTO : w.r.t relieve concerned official under intimation to HR Division after proper handing taking over.
- c. All the Divisional Heads, FSSAI, Hqrs
- d. Director(Regions/NFLs)
- e. DDO, Finance, FSSAI, Hqrs
- f. Personal File
- g. Guard File