

**PUNJAB
STATE INFORMATION COMMISSION,
SCO.NO. 84-85-SECTOR-17C,CHANDIGARH.**

ORDER

The office of the Commission is to be shifted to the Red Cross building, Sector-16, Chandigarh. Therefore, it is advised that no court should be held on 17th April to 18th April, 2017. All officials shall also remain present during the shifting i.e. from 12th April to 16th April, 2016.

Dated 11.04.2017

Dr. S.S.Channy,
Chief Information Commissioner, Punjab.

Endst.No. PSIC-SA-Admn-2017(shifting)/741 Dated 11.04.2017

A copy is forwarded to the following for information and necessary action :-

1. All the Id. State Information Commissioners.
2. Secretary to the Commission.
3. Accountant/System Administrator.
4. D.R.


Secretary to the Commission, Punjab.

**PUNJAB
STATE INFORMATION COMMISSION
SCO NO.84-85, SECTOR 17-C,
CHANDIGARH.**

Subject : Regarding of shifting the office of State Information Commission Punjab in the Red Cross Bhawan, Sector-16, Chandigarh

In the matter on the subject as cited.

2. In continuation of this office order Endst.No.PSIC/SA-Admn-2017/741 dated 11.04.2017, it is intimated that all the record, furniture and other articles will be shifted from 12th April to 16th April, 2017 under over-all supervision of Sh. Ani Parkash M.F.A. The officials of the Commission will take their record as per the following details :-

(a) The Record, furniture, sofas, Almirahs etc. relating to the State Information Commissioners/benches is to be shifted under the supervision of Private Secretary and the Reader of each of the SICs.

(b) The judicial record, furniture, Almirahs etc. relating to the Hon'ble CIC and his Personal Staff, is to be shifted under the supervision of Secretary & Private Secretary to the Hon'ble CIC.

(c) The judicial record, furniture, Almirahs etc. relating to Secretary of the Commission and his staff is to be shifted under the supervision of his Private Secretary.

(d) The record & furniture of Registry Branch, Diary despatch Section and is to be shifted under the supervision of Deputy Registrar.

(e) The record & furniture of Manager Finance, Administration, PIO and Accounts Branch will be shifted under the Supervision of Section Officer.

(f) The record & furniture of the Administration wing is to be shifted under the Supervision of Sh. Bhag Singh, Sr.Asstt.

(g) The record & furniture of System Administrator Branch, Library and Systems, is to be shifted under the supervision of System Administrator.

(h) The record & furniture of the Care Taker and Reception is to be shifted under the supervision of Care Taker.

(i) Any item not covered in the above items, will be shifted under the supervision of Sh. Bhag Singh, Sr.Asstt. and Care Taker.

All concerned are requested to take due care and caution during the shifting of the articles /judicial record etc. of the Commission.


Secretary to the Commission, Punjab.

Endst.No.8/4/2012-SA-Admn(RC)/ 742 Chandigarh, dated the 11.04.2017

A copy is forwarded to the following for information and immediate action:-

1. Secretary to the Hon'ble Chief Information Commissioner, Punjab.
2. Pvt. Secretary/Readers to all the SICs.
3. Pvt. Secretary to the Secretary to the Commission, Punjab.
4. Dy. Registrar/S.O./ Accountant/Sr.Asstt./Sys.Admn/Care Taker/ All Concerned officials of the Commission.