

WORK DISTRIBUTION AT HEAD QUARTER
(FOOD, CIVIL SUPPLIES AND CONSUMER AFFAIRS)

21.06.2022

Sr. No.	Name with Designation S/Sh./Smt.	Allotment of work	Remarks
1.	Yogesh Kumar, HCS, ADFS (Admn.)	<ul style="list-style-type: none"> • Establishment-I & III Branch • Chief Vigilance Officer • Consumer Affairs Branch • HRMS • SARAL Portal • Right to Service 	
2.	N. K. Mittal, ADFS	<ul style="list-style-type: none"> • (On Long leave) 	
3.	JCFA (Vacant)	<ul style="list-style-type: none"> • Accounts Organisation • Audit • Expenditure • Compilation of Accounts • Financial Arrangements 	All work relating to Accounts Organization & Budget.
4.	Dr. Anita Kharub, Joint Director	<ul style="list-style-type: none"> • Establishment-I Branch • Establishment- III Branch • PDS, Supply and End-to-End Computerization, • Essential Commodities • CM Windows • SMGT & CPGRAMS 	The work of Establishment-I & III branch will be routed through Sh. Yogesh Kumar, HCS, ADFS (Admn.)
5.	Dr. Meghna Kanwar, Deputy Director	<ul style="list-style-type: none"> • Kharif & Rabi Procurement • Storage • Brick Kiln • Mandi Proforma • Lab 	All the work of procurement branch will be routed through Smt. Rajbeer Kaur, DFSC to Dr. Meghna Kanwar, Deputy Director (Procurement)
6.	Seema Sharma, DFSC	<ul style="list-style-type: none"> • Additional Charge of DFSC Gurugram during leave period of Smt. Monika Malik, DFSC 	
7.	Surender Singh, DDA Shallu Chaudhary, ADA	<ul style="list-style-type: none"> • Legal Matter/ Court Cases 	
8.	Yogender Singh, DFSC	<ul style="list-style-type: none"> • DDO • Pension • First Appellate Authority (RTI) 	
9.	Rajbeer Kaur, DFSC	<ul style="list-style-type: none"> • SPIO • Legal Metrology • Procurement Branch 	All the work of procurement branch will be routed through Dr. Meghna Kanwar, Deputy Director (Procurement)
10.	Kaptan Singh, DFSC	<ul style="list-style-type: none"> • Shortage & Recovery 	
11.	Rajesh Bansal, DFSC	<ul style="list-style-type: none"> • Fumigation 	