

DIRECTORATE OF SUPPLIES & DIPOSALS, HARYANA

Bays. 3-6, Sector-2, Panchkula.
Ph.:- 0172-2570121, Fax No.:- 0172-2570122
e-mail-supplies@hry.nic.in

OFFICE ORDER

In compliance with the instructions contained in the State Government, Human Resources Department, Haryana, vide their circular letter no. 62/82/2026-6HR-I dated 08.09.2026, Sh. Mandeep Singh, Executive Engineer, is hereby nominated as the Nodal Officer and Sh. Vinod Kumar, Superintendent nominated as the Alternate Nodal Officer in the Directorate of Supplies & Disposals, Haryana, for implementation of the Standard Operating Procedure (SOP) relating to the preparation and submission of minutes of the meetings, monitoring of compliance with the decisions/instructions and submission of Action Taken Reports (ATRs) in respect of meetings held under the Chairmanship of the Hon'ble Chief Minister, Haryana.

The details of the officer nominated as Nodal Officer are as under:

Sr. No.	Particulars	Details
1.	Name of Officer	Sh. Mandeep Singh
2.	Designation	Executive Engineer
3.	Department/Office	Directorate of Supplies & Disposals, Haryana, Bays No.3-6, 2 nd Floor, Sector-2, Panchkula
4.	Mobile Number	93164-79115
5.	E-mail ID:	<u>supplies@hry.nic.in</u>
6.	Alternate Nodal Officer	Sh. Vinod Kumar, Superintendent
7.	Mobile Number	9815997882

The nominated Nodal Officers shall be responsible for ensuring timely compliance with the aforesaid SOP and for coordinating all matters relating to the preparation/submission of minutes of meetings, monitoring of decisions/instructions, and submission of Action Taken Reports, as required.

This issues with the approval of the competent authority.

Dated: 22.09.2026

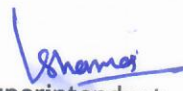
Rajiv Rattan, IAS
Director General, Supplies & Disposals
Haryana, Panchkula

Endst. No. E/II/595/ 8351

Dated: 25-9-26

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

1. The Superintendent, Human Resources-I Branch, O/o Worthy Chief Secretary to Government of Haryana with reference to their letter No. 62/82/2026-6HR-I Dated 08.09.2026, e-mail ID: specialofficer-cm@hry.gov.in.
2. Sh. Mandeep Singh, Executive Engineer O/o DGS&D, Haryana
3. Assistant District Attorney O/o DGS&D, Haryana
4. Sh. Vinod Kumar, Superintendent O/o DGS&D, Haryana
5. All Deputy Superintendent O/o DGS&D, Haryana
6. PA to DGS&D, Haryana
7. Programmer with request to update on official website
8. Master File


Superintendent
For Director General, Supplies & Disposals,
Haryana, Panchkula