

I/15413/2021

IMMEDIATE

Government of India
Central Electricity Authority
(Adm. Coord. Section)

5th Floor (N), Sewa Bhawan,
R.K. Puram, New Delhi- 110 066

Date: 02.05. 2021

OFFICE MEMORANDUM

Sub: Daily data sheet- Covid MIS

Following officers are hereby entrusted with the work of data collection and co-ordination in respect of the Covid MIS being monitored by Ministry of Power:

| S. No | Name | Designation | Mobile no. | Names of divisions/sections/sub-offices from which data to be collected |
|-------|--|------------------------------------|--------------------------|--|
| 1. | Sh. Balwan Kumar | Director & SA to Member(Hydro) | 9868733376 8920911682 | All divisions of Hydro Wing and O/o Member (Hydro) |
| 2. | Ms. Anita Saroj Kujur | PPS to Member(Thermal) | 8826035306 | All divisions of Thermal Wing and O/o Member (Thermal) |
| 3. | Sh. R. S. Tomar | DD (R&D) & SA to Member (Planning) | 9810281520 | All divisions of Planning Wing & O/o of Member (Planning) |
| 4. | SA to Member (PS)/ any other officer to be nominated by Member(PS) | | - | All divisions of Power System Wing and O/o Member(PS) |
| 5. | Sh. Dalel Singh | PPS to Member (E&C) | 9560306994 | All divisions of E&C Wing and O/o Member (E&C) |
| 6. | SA to Member (GO&D)/any other officer to be nominated by Member (GO&D) | | - | All divisions of GO&D Wing and O/o Member(GO&D) |
| 7. | Sh. Satyendra Kumar Dotan | DD (Legal) | 9212640668 | Legal, HRD, PCD |
| 8. | Sh. Pankaj Kumar Sangwan | DD(Co-ordination) | 9560741071 | Co-ordination |
| 9. | Ms. Neerja Verma | DD(PSLF) | 9868261276 | All RPSOs |
| 10. | Sh. Pankaj Kumar Verma | DD (CEI) | 8010125457 | All RIOs |
| 11. | Sh. Ravi Shankar Singh | DD (GM) | 9810641425 | All RPCs |
| 12. | Sh. Vinod Kumar Dhiman | US(B&A) | 9999698410 | All sections of B&A |
| 13. | Sh. Ramdas | ASO(Admin(Co-ord)) | 9968411285 | Admin-I/II/Coord/APAR/Vigilance/GS/TS-1/TS-2 |
| 14. | Sh. Rajesh | PA (Protocol Office) | 9810016076 | Protocol Office, O/o Chairperson , O/o Secretary, Rajbhasha , O/o PCE-I & II |

All nodal officers are requested to kindly ensure the daily updation of the Covid MIS as sent time to Time by MoP/Dir(Admin), CEA for their respective divisions/sections/sub-offices. Director(Admin) shall overall coordinate and monitor.

This issue with the approval of Competent Authority.

(Anita Gahlot)
Director(Admin)

To :

1. All Officers Concerned
2. PS to Chief Engineer(Co-ordination/Legal/PSLF/CEI/GM/PCD),CEA
3. Director(Protocol),CEA
4. PS to DS(B&A),CEA
5. DD (IT&CS), CEA with a request for kindly getting it uploaded on CEA website/Intranet.
6. AD(OL),CEA

Copy to:

1. PPS to Chairperson, All Members of CEA.
2. PPS to PCE-I/PCE-II , CEA
3. PS to Secretary, CEA.