



haryana state electronics development corporation limited
(a state government undertaking)
हरियाणा राज्य इलैक्ट्रॉनिक्स विकास निगम लिमिटेड
(हरियाणा सरकार का उपक्रम)

Chandigarh

ORDER

Sh.Rajbir Singh, Coordinator is hereby assigned the following work/activities:-

Sr. No.	Name of Division	Activities	Supporting Officer(s)
1.	Scanning & Digitization (SDD)	➤ Scanning & Data Digitization of records of indenting Departments/Boards/Corporations, MRRR, Preparation of Voter ID and other related activities. ➤ HARTRON Office Automation	Sh.Charanjit Singh, AGM
2.	ICT Examination (ICT-ET)	➤ Conduct of all type of tests like SETC, Computer Professionals and other IT resources.	--- (For Ambala office)
3.	Project-1	➤ Preparation of bills for Power Utilities of Haryana (DHBVNL & UHBVNL)	Sh.A.P.Garg, DE
4.	Project-2	➤ Research & Development Activities from IDDC, Ambala	---
5.	Statutory Position	➤ State Public Information Officer (SPIO)	Sh.Ashok Sharma, Dy.Coordinator (in addition to other duties)

Dated: 16.08.2024

Place: Chandigarh

Managing Director

Endst. No.HARTRON:SO(Admn):2024:4976-83

Dated: 10/09/2024

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

1. All the concerned.
2. All the Divisional Heads.
3. MD's office.
4. Nodal Officer(CeFMaTIS & AEBAS)
5. Nodal Officer(Website)
6. File of the concerned.

Amita
Section Officer (P&A)
for Managing Director, HARTRON

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