



No.A.19-147/2022/NIB

National Institute of Biologicals,
(Ministry of Health & Family Welfare, Government of India)
Noida (U.P)

Date: 06.03.2025

OFFICE ORDER: 202/2024-25

It has been decided by the Competent Authority that Shri U.N. Sharma, Section Officer will also look after the duties & responsibilities of Public Information Officer (PIO) as a Link Officer in the absence of Shri P.K. Mohapatra, Administrative Officer in addition to his existing duties and responsibilities.

2. Further, in absence of both the above officials, Shri Manmeet Singh, Section Officer will look after the duties & responsibilities of Public Information Officer (PIO) as a Link Officer-II of this Institute in addition to his existing duties and responsibilities.

3. This will come in force with immediate effect.

W.Z. Quazi
06.03.25

(W.Z. Quazi)

Deputy Director (Admn.)

To,

1. **Sh. P.K. Mohapatra**
Administrative Officer
2. **Sh. U.N. Sharma**
Section Officer
3. **Shri Manmeet Singh,**
Section Officer

Copy to:

- 1) PS to Director, NIB
- 2) All Heads of Laboratories/ Administration/ Finance/ Procurement/
Engineering/ Training/QMU/SRRDU/ IT /HvPI
- 3) Office Order File
- 4) Notice Board/LED display