## BIS HQ/ADMN/Circular (49)/2020 Date: 09 December 2020

## BUREAU OF INDIAN STANDARDS (Administration Department)

## CIRCULAR

## Subject: Pensioner Cell Operation - Reg.

With the approval of DG BIS, It is pleased to inform that, the Pensioner Cell have been created at BIS HQ; to resolve the issues of pensioners as detailed below:

SI. No.	Content	Details
1.	Place	At Ground Floor Manakalaya Building (In front of reception)
2.	Day	Twice a week (Monday and Thursday)
3.	Time	1400 hrs to 1700 hrs
4.	Contact person	Mr. Mahesh Kumar Section Officer (Administration)
5.	Contact No.	011-23231875, Extn. No. 8463
6.	Email	administration@bis.gov.in

2. The Pensioner Cell will be in operation with effect from 14<sup>th</sup> December 2020. Now, the pensioner are requested to resolve, their issues accordingly.

(N. Vittoba) Director (Administration)

Our Ref: ADMN/02/61/2020

Circulated to: All Heads at HQs/ROs/BOs/Labs/CL/NITS and concerned through BIS Intranet.