

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DRUGS CONTROL DEPARTMENT  
F-17, KARKARDOOMA, DELHI-110032**

F.No.50(1)/90-92/DC/Estt./

Dated:

**OFFICE ORDER**

I am directed to order that having been declared as the Head of Office of Drugs Control Department, Sh. Atul Kumar Nasa, Deputy Drugs Controller (CDC) shall take over all pending files/records/ documents etc. From Sh. K.C. Aggarwal, Deputy Drugs Controller, (CDC) on 31.10.2017 (A/N). Likewise Sh. K.C. Aggarwal, Deputy Drugs Controller shall hand over all the files/records/documents etc., which are hitherto in his custody, to Sh. Atul Kumar Nasa, Deputy Drugs Controller (CDC). A written note regarding handing over/taking over mentioning the details of files/records/documents etc., shall be prepared, copy of which will be submitted to the Head of Department and undersigned.

/\_\_\_\_\_  
(RAVINDER KUMAR SAINI)  
ADMINISTRATIVE OFFICER

F.No.50(1)/90-92/DC/Estt./

*90/8*

Dated:

**27 OCT 2017**

Copy to:

1. P.S. to Secretary (H&FW), GNCTD, Delhi Secretariat, New Delhi.
2. Sh. K.C. Aggarwal, Dy. Drugs Controller (CDC)
- ✓ 3. Sh. Atul Kumar Nasa, Dy. Drugs Controller (CDC).
4. All ADCs.
5. PA to Drugs Controller.
6. Guard File

*Ravi*  
(RAVINDER KUMAR SAINI)  
ADMINISTRATIVE OFFICER