



(PROFORMA)

DEPARTMENT: Engg.

INDIVIDUAL AWARD

CATEGORY: "C"

<u>1</u>	NAME OF THE EMPLOYEE	SWATI SINHA	स्वाति सिन्हा
<u>2</u>	FATHER'S NAME	ARUN KUMAR	
<u>3</u>	DESIGNATION	JE(WORKS)	
<u>4</u>	P.F.NO	3032980008	
<u>5</u>	DATE OF BIRTH	16.09.1993	
<u>6</u>	DATE OF APPOINTMENT	26.07.2016	
<u>7</u>	BASIC PAY AND GRADE PAY	41100 & 4200 GP	
<u>8</u>	CONTROLLING OFFICER	ADEN/SETT./SBP	
<u>9</u>	BRANCH OFFICER	Sr.DEN/(CO-ORD)/SBP	

CITATION

(IN ABOUT 60 WORDS)

Miss Swati Sinha has done commendable job regarding timely supervision of the repairing works of staff and officer quarters in Sambalpur. She has been instrumental in the renovation works of "Jack and Jill school". She has also cleared decade old 'Price Variation Clause' related final bills. Therefore, she is proposed for the man of the month award for the month of November' 2021.

DRM/Engg./SBP

DRM/Engg./SBP  
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DRM/Engg./SBP

Swati  
16/12/2021  
16 3:45 PM