



पूर्व तट रेलवे  
EAST COAST RAILWAY

संख्या: ECoR/Pers/IRM/CSBE-III/P-I/164

SECRET BALLOT ELECTIONS-III-2024

कार्यालय/Office of the  
प्रधान मुख्य कार्मिक अधिकारी  
Principal Chief Personnel Officer  
रेल सदन, चंद्रशेखरपुर.

Rail Sadan, Chandrasekharpur  
भुवनेश्वर/Bhubaneswar- 751017

दिनांक: 16-09-2024

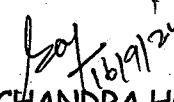
**MEMORANDUM**

With the approval of the Competent Authority, i.e. Returning Officer, Secret Ballot Election-III-2024-cum-Principal Chief Personnel Officer, East Coast Railway, Bhubaneswar, an "Elections Cell" at ECoR HQrs. in connection "Secret Ballot Elections - III - 2024" has been formed and the work distribution is under with immediate effect.

S. No.	Name (S/Shri) / Designation	Work assigned
1.	Himansu Sekhar Dora, Ch. SWI	Preparation of Voters' List and up-loading of letters, voters' list etc. in ECoR webpage. Liaison with Divisions/Workshop/Units of ECoR.
2.	Satish Kumar Satapathy, Ch. SWI	Correspondence / dealing with all financial matters as well as procurement of indelible ink and all other election materials, liaison with State Govt. for Ballot Boxes, etc. and arrangement of meeting(s).
3.	Ranjan Kumar Majhi, Ch. SWI	All miscellaneous correspondence related to SBE-III, reply to Railway Board, etc.
4.	Tanmay Kumar Behera, OS	
5.	Kedar Kumar Jena, Ch. OS	
6.	Pawan Kumar, OS	
7.	Rama Chandra Sahu, OS	Receipt & despatch of all letters. Preparation of action taken on letters issued by HQrs. (Summary Sheet).
8.	Kamal Prakash Raikwar, Jr. Clerk	
9.	Susant Kumar Nayak, Ch. OS	Over-all Supervision.

In addition to the above assigned duties, Staff may be entrusted with additional works in administrative exigencies as and when required.

This is for information please.

  
(SUBASH CHANDRA HOTA)  
Assistant Personnel Officer-II  
for Principal Chief Personnel Officer

Copy to:-

1. Ch. SWI to RO-cum-PCPO/ECoR for kind information of RO-cum-PCPO please.
2. Ch. SWI to ARO-cum-CPO(G)/ECoR for kind information of ARO-cum-CPO(G) please.
3. Dy. CPO/Gaz, SPO-HQ, APO-HQ, APO-I for information please.
4. Staff concerned.

  
for Principal Chief Personnel Officer