



मुख्य वाणिज्य प्रबंधक का कार्यालय,
Office of the Chief Commercial Manager,
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C.625/PRS/EQ/01/2024

Date: 18.03.2024

Sr.DCM / MAS, TPJ, MDU, SA, PGT, TVC
Secy. To PCCM

Sub: EQ Cell – Guidelines on posting of staff – Reg.

Ref: CVO/MAS's letter No. VO/PC/T/2024/02/01891/MDU dated 14.03.2024

Vigilance department vide the letter in reference above has informed that during a recent check in the EQ Cell of a Division, it was found that the staff working in field units like Booking Office & Reservation Office were posted in the EQ Cell. Also, it was conveyed that no proper office orders were issued for their postings in EQ Cell, which is classified as a sensitive Office.

Therefore, to keep transparency in the posting of staff in EQ Cell and keeping the sensitive nature of EQ Office, the following instructions are issued:

- (i) Proper posting orders must be issued for each staff working in EQ Cell, including the Group-D staff.
- (ii) The roster of EQ Cell should not be clubbed with any other field units.

All Sr.DCMs are instructed to take immediate necessary action in this regard.

This is issued with the approval of PCCM.


(Nitin Bansal)
CCM / PM

Copy To: PCCM for kind information please.

CVO/SR for kind information please.

CCM/PS for kind information please.

