



HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD

Regd. Under Societies Registration Act, 1860
Shiksha Sadan, 3rd& 4th Floor, Sector-5, Panchkula-134109
Tel: 0172-2590505, 2586026(F) | Website: www.hsspp.in



Order

Sh. Mahesh Gupta, Accounts Officer is hereby designated as Drawing & Disbursing Officer (DDO) for HSSPP Panchkula at the Headquarter of the Parishad and he is also authorized signatory in bank account of HSSPP.

Further, the following powers are also hereby delegated to Sh. Mahesh Gupta, Accounts Officer for smooth working of the Parishad.

1. To approve the TA & Medical Bill.
2. To approve the salary bills of staff
3. To approve the leave of staff working under his control
4. Bill pertaining to office BSNL Landline Phone, Data Card, Electricity and water charges of Shiksha Sadan building
5. Payment of bills on account of AMC charges of Photostat/Machines, Computer and printer
6. Payment of accounts of mobile bills as per approved ceiling
7. Office expenses upto Rs. 10000/-

The above powers delegated till the joining of new Controller Finance & Accounts.

Place: Panchkula
Dated: 15.07.2024

Jitender Kumar, IAS
State Project Director

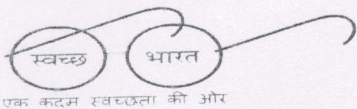
Endst. No. Admn./SS/2024/6301-05

Dated 15/07/2024

A copy of the above is forwarded to the following for information and necessary action: -

1. Sh. Mahesh Gupta, Accounts Officer, HSSPP Panchkula
2. All Component Incharges, HSSPP, Panchkula
3. IT Cell, HSSPP, Panchkula for uploading the same on the website.
4. PS/SPD, HSSPP, Panchkula
5. PA/JSPD, HSSPP Panchkula

Acharya 15.7.24
Associate Consultant (admn.)
For State Project Director



एक कदम स्वच्छता की ओर



समग्र शिक्षा
Samagra Shiksha