

Office Order

Board Representatives (BR): (**Himachal Pradesh**)

In pursuit of the responsibility entrusted to the CBSE for NAS, the Board has appointed Representatives to various destinations as per details below. Their air tickets have been booked and Advance of Rs.13000 has also been credited/being credited into individual Account. BR concerned may download their Letter of Appointment (LOA) from NAS Portal. Details of BR have been shared with District Level Coordinator (DLC).The BRs, District appointed at, itinerary in respect of the State of **Himachal Pradesh** are as under:

S.no	Reg. No.	Name	Email	Mobile	Designated District	Date of onward	Date of Return
1	BR2101158	Manjit Singh	manjit.cbse@gmail.com	8506013613	BILASPUR (H.P.)	09.11.21	13.11.21
2	BR2101312	Anil Kumar	anil70777@gmail.com	9818946917	CHAMBA	10.11.21	13.11.21
3	BR2101212	Anil Kumar Thakur	anilkumar0696.cbse@nic.in	9988538766	HAMIRPUR (H.P.)	10.11.21	13.11.21
4	BR2101504	Pawan Kumar	rawatpawan72@gmail.com	9717315753	KANGRA	09.11.21	13.11.21
5	BR2101552	Sugesh Kumar	sugeshkumar21@gmail.com	8882380341	KINNAUR	10.11.21	13.11.21
6	BR2101524	Vishnu Dutt	tyagivishnu26@gmail.com	9818704834	KINNAUR	10.11.21	13.11.21
7	BR2101660	Vikas Pathak	vikasp@cbse.gov.in	9891976830	KULLU	09.11.21	13.11.21
8	BR2101190	Suneet Sharma	suneetsharmamca@gmail.com	9871059255	LAHUL & SPITI	08.11.21	13.11.21
9	BR2101901	Jabar Singh	singhjabar26@gmail.com	8459318080	MANDI	09.11.21	13.11.21
10	BR2101716	Babita Kumari Sah	babby.sah@cbse.gov.in	9891135122	SHIMLA	09.11.21	13.11.21
11	BR2101442	Indu Bala Arora	induarora1964@gmail.com	9968264867	SHIMLA	09.11.21	13.11.21
12	BR2101434	Kavita Nigam	kavita.nigam80@gmail.com	9873764734	SIRMAUR	09.11.21	13.11.21
13	BR2101402	Karuna	n.s8883@gmail.com	9971020754	SIRMAUR	09.11.21	13.11.21
14	BR2713805	S Dharini Arun	dhariniarun.cbse@gmail.com	9873339561	SOLAN	10.11.21	13.11.21
15	BR2101740	Dinesh Kumar	dk481132@gmail.com	9716120361	UNA	10.11.21	13.11.21

In this regard, following instructions may be noted :

1. There is no exemption from the assigned duty being a Govt. project. It is mandatory to perform the duty as assigned above.
2. You are also requested to familiarise yourself with your roles and responsibility as BR.
3. You are also requested to make sure to collect keys and other confidential material from the NAS Cell, PE Unit, Delhi on 6th / 7th November, 2021 without fail keeping in mind your travel plan.
4. You must reach the destination by 10th Nov. As per your onward journey plan. On reaching the destination, you would report to the DLC concerned for further planning about the delivery of confidential packet as well as conduct of NAS.
5. The list of DLC is already placed on the NAS Portal.
6. You would carry your Letter of Appointment (LOA) and Identity Card.
7. DLC has also been issued a kit which contain sample school wise packet (having sample school-wise Introductory Memo, hand-outs for FIs and observers, control sheet, field note etc.). This small packet is to be handed over to the observer concerned when he/she reports for collection of confidential material at the distribution centre.
8. As BR, you are going as central facilitator and ensure the process sanctity with the help of DLC in the district.
9. You would bring all the OMR of all sample schools pertaining to the District assigned to you and deposit the same at the designated centre in Delhi which will be informed separately.
10. Air tickets have already been sent by the Balmer Lawrie and by the CBSE, NAS Cell in your email.
11. Instructions contained in the HAND OUT for BR and the (for those going by Air) LOA, may please be noted for needful.

Best wishes

**Director (Prof.Exam)
Head NAS Cell, CBSE**

Copy for information:

1. DS to Chairman, CBSE for information
2. Commissioner KVS for information.
3. Commissioner NVS for information.
4. State Nodal Officer, Himachal Pradesh- with a request to provide local support to the Board Representative.
5. Sh. J.P.Pandey, Director, Ministry of Education, Govt. of India.
6. DLC with the request to cooperate with the BR.
7. NIC, NAS with request to upload this deployment order on NAS Portal.
8. The Regional Officer, CBSE, Panchkula with request to extend local support.
9. Joint Secretary (Conf) / SO (Conf.) NAS Cell for coordination for Key handing over.
10. Deputy Secretary (Accounts) / AO NAS Cell, for disbursement of Advance and coordinate for additional advance if any.
11. Deputy Secretary (IT) to forward this order to DLC/.RO and maintain database for reporting.
12. Deputy Secretary (Exam)/Assistant Secretary (Exam) for intimating/coordinating for OMR collection.
13. Guard File.

**Director (Prof.Exam)
Head NAS Cell, CBSE**