

**RAJYA SABHA SECRETARIAT**

**PARLIAMENT HOUSE ANNEXE  
NEW DELHI**

**Dated the 06<sup>th</sup> June, 2018**

**OFFICE ORDER PART-I NO.2/2018-PERL.**

A new Section, namely, Welfare Section comprising the following strength has been created with immediate effect:-

i.	Executive Officer/ Under Secretary	-	1
ii.	Assistant Executive Officer	-	1
iii.	Senior Secretariat Assistant	-	1
iv.	Secretariat Assistant	-	1
v.	Attendant Grade-I/Attendant Grade II/Attendant Grade-III	-	2

2. The functions of the Welfare Section shall include all the welfare activities hitherto undertaken by the Welfare Unit of General Administration Section. In addition, the Welfare Section will also provide secretarial assistance to Grievance Redressal Committee.

**(RAKESH PRASAD)  
DIRECTOR**

**No. RS.1/2018-Perl.**

**Copy to :-**

1. Office of the Hon'ble Chairman, Rajya Sabha
2. Office of the Secretary General
3. Office of Secretary
4. Office of Additional Secretary (RSTV)
5. Office of Joint Secretary (MA)
6. Office of Joint Secretary (I)
7. Office Order Register
8. Notice Office
9. All Officers/ Sections/ P.S.s/ P.A.s etc. and  
Pay & Accounts Office, Rajya Sabha