

**File No. 3-346/2025/Admin/ICFRE**  
**Indian Council of Forestry Research and Education**  
(An Autonomous Body of the Ministry of Environment, Forest and Climate Change, Govt. of India)  
**OFFICE OF THE ASSISTANT DIRECTOR GENERAL (ADMINISTRATION)**

**P.O. New Forest,**  
**Dehradun – 248006**  
**Dated: 05<sup>th</sup> August, 2025**

**OFFICE ORDER**

Considering the transfer request received from Shri Mukesh Bhatt vide his letter no.2-262/2024/Admin/ICFRE dated 03<sup>rd</sup> July, 2025, and in pursuance of the approval of the Director General, Indian Council of Forestry Research and Education (ICFRE), the following orders are issued:

1. Shri Mukesh Bhatt, Technical Officer (Field/Lab Research), is hereby relieved of his duties as Caretaker and Vehicle In-charge, ICFRE (Hqrs.), Admin Directorate. Orders on his subsequent transfer and posting will be issued separately.
2. Shri Sanjeev Kumar Sachdeva, Assistant will hold the additional charge of Caretaker, ICFRE (Hqrs.), in addition to his own duties.
3. Shri Vipin Kumar, Senior Technician will look after the work of Vehicle-in-charge, ICFRE (Hqrs.), in addition to his own duties.
4. The handing over and taking over of charge by the concerned officials shall be completed forthwith.

Digitally signed by  
Sushant Kumar  
Date: 06-08-2025  
17:00:52

(Sushant Kumar)  
Assistant Director General (Admin.)

**Copy to:**

1. Senior PS to DG for kind information of the Director General, ICFRE.
2. PS to DDG (Admin.) for kind information of the Deputy Director General (Admin), ICFRE.
3. All Directorates of ICFRE (Hqrs.)/Secretary, ICFRE/Director IC for kind information.
4. Shri Mukesh Bhatt, Technical Officer (Field/Lab Research) for information and necessary action.
5. Shri Sanjeev Kumar Sachdeva, Assistant for information and necessary action.
6. Shri Vipin Kumar, Senior Technician for information and necessary action.
7. In-charge, IT Cell, for necessary changes on the website.
8. Personal Files of the concerned officials.
9. Guard File.