



भारत सरकार
वाणिज्य एवं उद्योग मंत्रालय
वाणिज्य विभाग
विकास आयुक्त का कार्यालय
नोएडा विशेष आर्थिक क्षेत्र

नोएडा-दादरी रोड, फेज-2, नोएडा - 201305 (उत्तर प्रदेश)

दूरभाष (जोन कार्यालय): 0120 - 2567268-70 (3 लाइनें), फैक्स: 2562314, 2567276

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F. No. A-20011/3/2010-Admn

Date:07.2026

OFFICE ORDER

In super session of Office Order No- -20011/3/2010-Admn/6143 dated- 08.07.2026 and with the approval of the Competent Authority, the work allocation of the following officers is ordered with immediate effect and until further orders:

S. No.	Name & Designation	Proposed work	Reporting Officer
1.	Shri Anuj Dixit, UDC	i. Central Despatch of e-riecept to concern Dealing Assistant. ii. Work at Help Desk Check. iii. Implementation of official language policy. iv. Any Other work assigned by DC/JDC/DDCs/DC Customs- Written or Verbally. v. SOP- FAQs based on FROs; Unit Exit SOP; Assistance to improve NSDL Portal Dashboard	Joint Development Commissioner.
2.	Shri Sunil Gulyani, Steno-II.	i. All work of existing EOUs in Uttarakhand, Uttar Pradesh, Chandigarh, Haryana, Himachal Pradesh and Punjab & Delhi including Parliament questions/ Court cases returns/Reports/ Audit matters/ RTI matters/ MEIS/SEIS/TED/ CST/DBK/ RODTEP in respect of allocated work. ii. All work related to Pvt. SEZs in Uttar Pradesh, ITPG Developers (Ascendas) and GP Realtors including Parliament questions/ Court cases returns/Reports/ Audit matters/ RTI matters. iii. Work related promotional work of EOUs in Chandigarh, Haryana, Himachal Pradesh and Punjab. iv. Any other works may be assigned by Senior Officers.	Concerned ADCs

2. This issues with the approval of Development Commissioner, NSEZ, Noida.

Digitally signed by

Kislay

Date: 10-07-2026

14:10:04

(Kislay)

Asstt. Development Commissioner

To,

1. Shri Anuj Dixit, UDC, NSEZ
2. Shri Sunil Gulyani, Steno-II, NSEZ

Copy to:

1. OSD to DC- for information please
2. PA to JDC- for information, please
3. All DDCs/DC-Customs
4. Sr Accounts Officer
5. All ADCs/ Executive Assistant
6. NSEZ Website