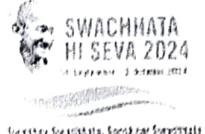
 <b>स्वच्छता ही सेवा 2024</b> 11 अक्टूबर - 1 नवंबर 2024 स्वच्छ सरकार, संस्कार सरकार	भारत सरकार वाणिज्य एवं उद्योग मंत्रालय, वाणिज्य विभाग विकास आयुक्त का कार्यालय नौएडा विशेष आर्थिक क्षेत्र नौएडा दादरी रोड, फेज-II, नौएडा - 201305	 <b>SWACHHATA HI SEVA 2024</b> 11 अक्टूबर - 1 नवंबर 2024 स्वच्छ सरकार, संस्कार सरकार
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F. No. A-22011/1/05-Admn./9157

Date: .....11.2025

21/11/25  
Office Order

Consequent upon joining of Shri Rajendra Mohan Kashyap to his substantive post of Stenographer-II, the Competent Authority has approved the work allocation given as under:

Name of officer (Shri/Smt.)	Allocation of work	Reporting Officer
Shri Rajendra Mohan Kashyap, Stenographer-II	<ul style="list-style-type: none"> <li>• All work related to all Pvt SEZ under the jurisdiction of DC, NSEZ</li> <li>• All work-related to Administration of Private SEZ under the jurisdiction of DC, NSEZ</li> <li>• Coordination: Coordination with all sections and compilation for sending reports of the NSEZ to DoC and other organizations as a whole.</li> <li>• Legal Coordination: To consolidate and update facts of legal cases of all SEZs located under the jurisdiction of NSEZ and update LIMBS portal</li> <li>• Technical Coordination: To issue DSC &amp; update on all the portals/ NSEZ website related to the concerned officers.</li> <li>• Any Other Work as may be assigned by Senior Officers.</li> </ul>	ADC (SK) ADC (Kislay)

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

*Kislay*  
 21/11/2025  
 (Kislay)  
 Assistant Development Commissioner

Copy to:-

1. OSD to DC, NSEZ- for information of DC, NSEZ.
2. PA to JDC, NSEZ- for information of JDC, NSEZ.

...2

3. All DDCs/ADCs, NSEZ.
4. DC (Customs), NSEZ.
5. Sr. Account Officer, NSEZ.
6. All Concerned Officers.
7. ADC (IT)- for updation of hierarchy in SEZ online system.
8. Office Order File.

Sd/-  
Assistant Development Commissioner