



F.No. A-20011/7/96-Admn

4266
15/5/2025
OFFICE ORDER

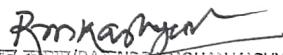
Dated: 13/05/2025

In pursuance of this Office's Order No. A-20011/7/96-Admn/4200 dated 13.05.2025, Shri Pramod Kumar has joined his substantive post as Stenographer Grade-I (Pay Level-6), Noida SEZ w.e.f. the afternoon of 13.05.2025. In the absence of one regular ADC, he will also look after following processes of works at Noida SEZ, with immediate effect and until further orders and shall report directly to the concerned DDC, Noida SEZ:-

- (i) All work related to NSEZ project section including RTI/Parliament Questions/ Report/Returns/Statistics/Court cases/Audit matters/ MEIS/SEIS/RODTEP and other Export Promotion Scheme in respect of allocated work.
- (ii) Processing of Certificate of Origin under Free Trade Agreements.
- (iii) Work related to purchase of Administration.
- (iv) Any other work as may be assigned by Senior Officers.

2. Shri Bharat Bhushan, Assistant will continue to work in Project Section concurrently with Shri Pramod Kumar, Stenographer Grade-I, with immediate effect and until further orders.

This issues with the approval of Development Commissioner, NSEZ.


(राजेन्द्र मोहन कश्यप)/RAJENDRA MOHAN KASHYAP
सहाय्यक विशेष आर्थिक शोन्त्र/Deputy Special Economic Zone
विशेष आर्थिक शोन्त्र/SEZ/Development Commissioner
भारत सरकार/Govt. of India
नोएडा दादरी रोड, फेज-II, नोएडा-201305
Noida Dadri Road, Phase-II, Noida-201305

Copy to:-

1. OSD to DC, NSEZ – For kind information of DC, NSEZ please.
2. PA to JDC, NSEZ - For kind information of JDC, NSEZ please.
3. Shri Pramod Kumar, Stenographer Grade-I, NSEZ.
4. Shri Bharat Bhushan, Assistant, NSEZ.
5. All Concerned Officers/Staff.
6. ADC (IT) – for updation of hierarchy in SEZ Online System/e-office etc.
7. Notice Board/Website.

Sh. Krishna / En. Deepak / En. Brijesh


10.5.22