

**No.4-ITPO(20)/E-I/2015 Vol-I
INDIA TRADE PROMOTION ORGANISATION
(Administration Division, E-I Section)**

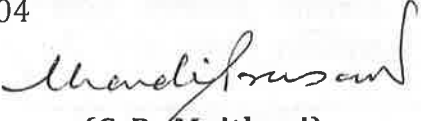
Pragati Maidan, New Delhi
3rd August, 2017

OFFICE ORDER NO. ADMN/ 611 /2017

With the approval of the Competent Authority, Sh. Vivek Verma) is appointed as Assistant (Accounts) w.e.f. 24th July, 2017 (F/N) in the pay-scale of Rs.11600-28360 (IDA Pattern) as per terms and conditions stipulated in ITPO's letter of even number dated 12th July, 2017.

He will be on probation for a period of two years from the date of joining, which may be extended at the discretion of the Appointing Authority without assigning any reason.

The basic pay of Sh. Vivek Verma will be Rs.11600/- per month plus usual allowances as admissible to the employees of his status in ITPO as per Industrial D.A. pattern. He has been allotted Employee Number : 1504


(C. P. Maithani)
Dy. Manager(Admn)

To:

Sh. Vivek Verma, (Emp. No.1504)
Assistant (Accounts)

Copy to:

1. PS to CMD
2. PA to ED
3. FA&CAO
4. DGM(Admin)/DGM(GS)/DGM(RKT)
5. Salary/Vigilance/General/Security/Stores/Finance/CPF Unit/Computer Division/ E-I(Computer)
6. E-II Section alongwith all relevant documents.
7. Office Order Register