

No.4-ITPO(1)/E-I/2017
India Trade Promotion Organisation
(Administration Division, E-I)

Pragati Maidan, New Delhi
Date: 26th March, 2018

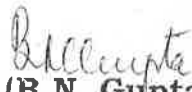
Office Order No. Admin/ 337/2018

In pursuance of the recommendations of the DPC and with the approval of the competent authority, Sh. Swapan Shaw, Personal Assistant is promoted to the post of Deputy Manager (General Cadre) on regular basis in the pay-scale of Rs.16400-40500 (IDA) (pre-revised).

It has been decided by the Competent Authority that promotion of Sh. Swapan Shaw, from Regional Office, Kolkata will be made subject to the condition that he will take over the charge of higher post at ITPO Headquarter, New Delhi. Financial benefits to the promoted officer will be effected from the date of his joining at Headquarter, New Delhi.

He will be on probation for a period of two years. During the period of probation, he can be reverted to the post from which he has been promoted, without assigning any reason. His probation period can also be extended further without assigning any reason.

He is advised to submit his charge assumption reports to the Administration Division (E-I Section).


(B.N. Gupta)
Sr. Manager (Admin)

To:

Sh. Swapan Shaw,
Deputy Manager (GC)
Regional Office, Kolkata

Copy to:

1. PS to CMD
2. PA to ED
3. All HODs
4. All Regional Office, Chennai/Mumbai/Kolkata
5. Salary/Vigilance/E-III/Stores/General/E-I(Computer)/Computer Division/ C.R. Unit
6. Office Order Register