

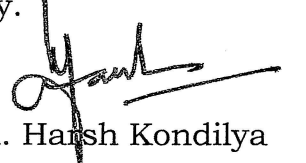
File No.10/35/CS/TFAI/82-Vol II
India Trade Promotion Organisation
(Administration Division, EI Section)

13.05.2024

Office Order No. Admin. /401/2024

Sh. Rakesh Chandra Sharma, General Manager will look after the work of Estate Office as "Functional Head", barring conduct of proceedings as Estate Officer until revised Gazette Notification for appointment of Estate Officer is received from DoC. He will apprise all important issues pending before the Estate Officer, particularly in the case where urgent action is required to the Competent Authority i.e. ED/CMD.

This issues with the approval of the Competent Authority.



Lt. Col. Harsh Kondilya
Officer on Special Duty (Admin)

To:

1. Sh. Rakesh Chandra Sharma, GM
2. Sh. S.R. Sahoo, GM/CS

Copy to:

1. All HoDs
2. Regional Office (Kolkata, Chennai, Mumbai)
3. IT Service Division: for uploading on ITPO website
4. Office Order Register
5. Notice Boards

For information:

1. PSO to CMD
2. PA to ED
3. PA to SGM