



eFile No.Admin-11012/1/2023-ADMIN-ITPO-Part(1)

**India Trade Promotion Organisation**

(Administration Division, E-I Section)

Ref. No. 2-ITPO(1)/E-I/2021

Bharat Mandapam, New Delhi

28 June 2024

**Office Order No. Admin/ 546 /2024**

With immediate effect, Smt. Charu Khurana, Assistant Manager (Secretarial; N/F) is posted to BDD as a dealing hand till further orders. She is directed to report to GM(BDD) for further instructions.

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

To:

Smt. Charu Khurana  
Assistant Manager(Secretarial; N/F)  
Emp. No.00478

Copy to:

1. GM(BDD)
2. E-I(Computer)/ E-II/Vigilance/CR Unit/Security Division/BDD
3. IT Services Division – For uploading on ITPO's website
4. Office Order Register