

**File No.5-ITPO(9)/E-I/2017 Vol-I
INDIA TRADE PROMOTION ORGANISATION
ADMINISTRATION DIVISION
PRAGATI MAIDAN
NEW DELHI**

21.04.2020

ORDER

Approval of the Competent Authority has been accorded on the Voluntary Retirement requests of the following officials under VRS-2019:

S.No.	Name	E.No. / Designation	Date of Birth
1	Ms. Savita Gupta	0102/Dy. Manager	03.06.1963
2	Ms Raksha Mangwal	0473/Assistant Manager	20.01.1964

The above officials shall stand relieved from the services of ITPO w.e.f. 30.04.2020 (AN).

-sd-
Nazneen Begum
Manager(Admin)

To:-

- 1- Salary Section
- 2- Ms Savita Gupta
- 3- Ms. RakshaMangwal

Copy to:

- 1- PS to CMD
- 2- PS to ED
- 3- All HoDs
- 4- E-III/Personnel files.
- 5- Computer Division- For uploading on ITPO website.
- 6- Vigilance Section / Salary Section / Gratuity Section / General Section / Security Division / Library / E-I Section / FS-I Division / FS-II Division / Law Division / Engg. (Electrical / Civil). / Computer Division.