

**No.4-ITPO(11)/E-I/2016**  
**India Trade Promotion Organisation**  
**(Administration Division)**

Pragati Maidan, New Delhi  
13<sup>th</sup> January, 2017

**OFFICE ORDER NO. ADMN/ 27 /2017**

In pursuance of the recommendations of the DPC and with the approval of the Competent Authority, Sh. Tapas Basu, Deputy Manager (Design & Display) is promoted to the post of Manager (Design & Display) on regular basis in the pay scale of Rs. 24900-50500 (IDA) with immediate effect.

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

  
**(Ashok Kumar Malhotra)**  
**Senior Manager (Admin.)**

**To:**

Sh. Tapas Basu,  
Manager (Design & Display)

**Copy to:**

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