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## File No.9-ITPO(5)/E-I/2016 India Trade Promotion Organisation (Administration Division, E-I Section)

Pragati Maidan, New Delhi 20 September, 2016

## Office Order No. Admin/ 7/8/2016

Board of Directors in its 198<sup>th</sup> Meeting held on 24/08/2016 has approved closure of ITPO's Regional Office at Bengaluru w.e.f. 30/09/2016.

All the staff member are directed to take all necessary step is for closing the office w.e.f. 30/09/2016 in consultation with Shri J Gunasekhran, General Manager, ITPO, HQ, New Delhi.

(D)K Jain)

Deputy General Manager (Admin)

To:

All staff members Regional Office Bengaluru

Copy for information to:

- 1. PS to CMD
- 2. PA to ED
- 3. All HoDs
- 4. DCVO
- 5. All ITPO's Regional Offices (Mumbai, Kolkata and Chennai)
- 6. Computer Division For uploading on ITPO's corporate website
- 7. KTPO