

सूक्ष्म, लघु एवं मध्यम उद्यम
विकास कार्यालय
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
भारत सरकार

111 व 112 बी टी रोड, कोलकाता-
700108



MSME DEVELOPMENT &
FACILITATION OFFICE
Ministry of Micro, Small & Medium
Enterprises
Government of India

111 & 112, B.T. ROAD
KOLKATA - 700108

No. 850(7) /D-32014/1/2018-Admn.

Date: 19.06.2023
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ORDER

In partial modification of earlier Office Order no. 684(6) of even file dated 02.06.2023 relating to allocation of duties and for effective disposal of Administrative matters, the Joint Director & HoO, MSME-DFO, Kolkata is pleased to distribute the work among Officials viz. Instructor & Outsourced Staff of this Office **in addition to their normal duties** with immediate effect from 20.06.2023 until further order as follows:

Duties of Instructions

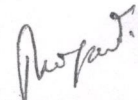
Sl. No.	Reporting Officer	Name of Official	Attached to Divisions/Officers
1.	Shri Sukanta Kumar Mandal, Asstt. Director, Gr.I	Shri Ishrar Ansari, Outsourced Staff	Attached with Public Procurement Policy Division
2.	Shri Bipul De, Asstt. Director, Gr.II	Shri Nirmal Kr. Naskar, Instructor	Attached to Cluster Division

In addition to the above allocation of duties, all Officials are required to perform duties in any desk/work as and when required.

This issues with the approval of Joint Director & HoO.

To,

1. Shri Nirmal Kumar Naskar, Instructor
MSME-DFO, Kolkata.
2. Shri Israr Ansari, Outsourced Staff.
MSME-DFO, Kolkata.


(P.G. Krishnan)

Assistant Director (Admn./DDO)

Copy to:

1. Shri S.K.Mandal, Asstt. Director, Gr.I, MSME-DFO, Kolkata.
2. Shri Goutam Podder, Asstt. Director, Gr.I, MSME-DFO, Kolkata.
3. Shri Bipul De, Asstt. Director, Gr.II, MSME-DFO, Kolkata.
4. P.A to Joint Director & HoO, MSME-DFO, Kolkata – He is requested to sent a mail to all concerned Officers/Officials.
5. O.L Section, MSME-DFO, Kolkata – for Hindi version

Ritu Jha
20.06.23
अनुलग्नक सहित/रहित
With/Without Enclosure
एमएसएमई-वि.का./MSME-DFO
कोलकाता/Kolkata-700108

