



नौएडा विशेष आर्थिक क्षेत्र
वाणिज्य एवं उद्योग मंत्रालय, वाणिज्य विभाग
विकास आयुक्त का कार्यालय
नौएडा दादरी रोड, फेस-2, नौएडा
जिला गौतम बुद्ध नगर (उ०प्र०)

ईमेल: dc@nsez.gov.in, वेबसाइट: www.nsez.gov.in

टेली फोन 120-2567268/69/70

File No: A-22011/1/05-Admn. 10117 dated the 28th November, 2022
28/11/22

OFFICE ORDER

Consequent upon joining of Shri Karan Goyal as Assistant Development Commissioner in Quarkcity SEZ Mohali, following allocation of work is ordered amongst all ADCs with immediate effect and until further orders:

Name & Designation	Work Allocated to ADCs
Shri R.K. Sharma, ADC	<ol style="list-style-type: none">All work related to CST/DBK of EOUs including Parliament Questions/Court cases>Returns/Reports/Audit matters/RTI matters.All work related to Softex of NSEZ units and Private SEZ unitsREX registration/Generalised System of Preferences (GSP)Any other work assigned by senior officers
Shri H.K. Meena, ADC	<ol style="list-style-type: none">All work of EOUs in Jammu & Kashmir, Ladakh, Rajasthan, Uttarakhand, Uttar Pradesh including administration, Parliament Questions/Court Cases/ Returns/ Reports/ Audit Matters/RTI Matters/MEIS/drawback etc.Work related to private SEZs namely, Mahindra World City and Ansal IT City Parks Limited Including Parliament Questions/Court Cases>Returns/Reports/ Audit Matters/RTI Matters/Implementation of Official Language policyLibrary of Zonal NSEZ including NSEZ, Moradabad and Sitapura.Promotional work in Rajasthan, Jammu & Kashmir and LadakhAny other work assigned by senior officers
Shri Prakash Chand Upadhyay, ADC	<ol style="list-style-type: none">OSD to DCAll work related to Private SEZs (except Moserbaer SEZ, Arshiya FTWZ, NIIT, Mayar Infrastructure, ITPG Developers (Ascendas), Mahindra World City, Ansal IT City Parks Limited and G.P. Realtors) including administration, Parliament Questions/Court Cases>Returns/ Reports/ Audit Matters/RTI etcMEIS/SEIS/RODTEP and other incentive scheme in respect of allocated workWork of Security Officer.Promotional work in Uttarakhand and Uttar PradeshAny other work assigned by senior officers

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Shri Pramod Kumar, ADC	<p>i. All work related to NSEZ project section including RTI/Parliament Questions/ Report>Returns/Statistics/ Court cases/ Audit matters etc</p> <p>ii. MEIS/SEIS/other incentive scheme related to Noida SEZ units.</p> <p>iii. All work relating to implementation of Labour Laws/Labour Court issues & labour related matters including Parliament Questions/Court cases>Returns/Reports/Audit matters/RTI matters etc.</p> <p>iv. All work of EOUs in Delhi including administration, Parliament Questions/Court Cases/ Returns/ Reports/ Audit Matters/RTI Matters/MEIS/drawback etc</p> <p>v. Promotional work in Delhi.</p> <p>vi. Certification of Origin under Free Trade Agreements</p> <p>vii. Any other work as may be assigned by Senior Officers.</p>
Shri Rajendra Mohan Kashyap, ADC	<p>i. All Work related to NSEZ Estate Management/ NSEZ Authority including RTIs/Parliament Questions/ Report/ Returns /Statistics/ Court cases/Audit matters etc</p> <p>ii. All work related to administration of NSEZ/Private SEZs.</p> <p>iii. All work of EOUs in Chandigarh, Haryana, Himachal Pradesh and Punjab including administration, Parliament Questions/Court Cases/ Returns/ Reports/ Audit Matters/RTI Matters/MEIS/drawback etc.</p> <p>iv. Promotional work in Haryana and Himachal Pradesh</p> <p>v. Any other work as may be assigned by senior officers.</p>
Shri Pankaj Sharma, ADC	<p>i. All work related to Sitapura SEZ including Parliament Questions/Court Cases>Returns/Reports/ Audit Matters/RTI Matters etc.</p> <p>ii. Any other work assigned by senior officers</p>
Shri Vikas, ADC	<p>i. All work related to Moradabad SEZ including Parliament Questions/Court Cases>Returns/Reports/ Audit Matters/RTI Matters etc.</p> <p>ii. Any other work assigned by senior officers</p>
Shri Karan Goyal ADC	<p>i. All work related to SEZs located at Chandigarh/Punjab including Parliament Questions/Court Cases>Returns/Reports/ Audit Matters/RTI Matters etc.</p> <p>ii. Promotional work in Punjab/Chandigarh.</p> <p>iii. Any other work assigned by senior officers</p>

2. This issues with the approval of Development Commissioner, Noida SEZ.



(Nitin Gupta)
Deputy Development Commissioner

Copy to:

1. OSD to DC for kind information of DC.
2. Office of JDC
3. All DDCs/DC Customs/Specified Officer/AOs
4. All ADCs/All Sections/All Dealing Hands
5. Notice Board/Website of NSEZ
6. Personal files of all concerned officers.