

**Minutes of the meeting for identifying sensitive posts in the O/o Development Commissioner, Noida Special Economic Zone**

A meeting of Committee comprising Shri R.K. Srivastava, DDC, Shri Rajesh Kumar, DDC, Shri Nitin Gupta, DDC and Shri S.K. Tyagi, Specified Officer (I/C), NSEZ, which was constituted vide order dated 30.11.2018, met on 06.12.2018 at 02.30 PM to identify sensitive posts in Group 'C' in the O/o Development Commissioner, Noida Special Economic Zone.

2. The Committee observed that this office is broadly handling following items of work:

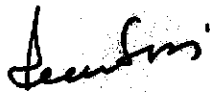
- Matters relating to functioning of SEZ Developers/SEZ units.
- Matters relating to functioning of EOUs.
- Issues relating to civil construction and Maintenance of Noida SEZ through Noida SEZ Authority.
- Administration/Vigilance matters of Officers/Employees under the jurisdiction of Zonal Development Commissioner, NSEZ, Noida.
- Issues relating to Customs.
- Matter of the Office of Labour Commissioner.

3. On scrutiny of the work handled by this office, the Committee observed that most of the work of the office is being monitored through online system and decisions are being taken through duly constituted committees. There is hardly any scope of individual influence in the decision making process. However, the work relating to procurement of goods & services and the work relating to Customs, which has a higher public dealing/day to day interaction with exporters may be considered as sensitive.

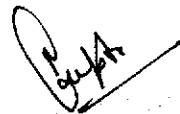
4. The Committee also observed that at present the work relating to procurement of goods & services through funds of the Authority is being handled in Estate Management Section and through office expenses funds of Govt. of India budget in the Administration Section. In both these sections, one dealing hand (Assistant/UDC) each has been looking after the work of procurement of goods & services. Further, 01 dealing hand has been posted in Customs section. The Committee also observed that Assistants/UDCs are interchangeably handling these works in the office.

4. After in depth discussions, the Committee recommended following Group 'C' posts for declaring as sensitive:

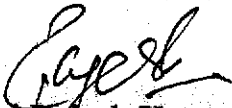
- i. One post of Assistant/UDC in Estate management section handling procurement of goods & services.
- ii. One post of Assistant/UDC in Administration Section handling procurement of goods & services.
- iii. One post of Assistant/UDC in Customs division.



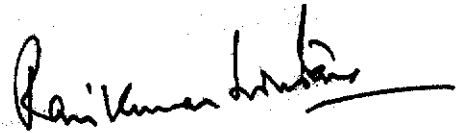
Shri S.K. Tyagi  
Specified Officer



Shri Nitin Gupta  
DDC



Shri Rajesh Kumar  
DDC



Shri R.K. Srivastava  
DDC