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GOVERNMENT OF INDIA  
MINISTRY OF COMMERCE AND INDUSTRY  
OFFICE OF THE REGIONAL JOINT DIRECTOR GENERAL OF FOREIGN TRADE,  
C-WING, PMT COMMERCIAL COMPLEX, SHANKERSETH ROAD,  
SWARGATE, PUNE - 411 037

FILE NO: 31/AM16/OO/PS

Date: 22/09/2015

OFFICE ORDER No. 08/AM.16

On transfer from O/o Zonal Addl. DGFT office, Mumbai to this office, Shri C.M Ram, FTDO, has joined this office on 21/09/2015. Therefore, works amongst FTDOs are redistributed as under with immediate effect:-

SN	Name of officer	Work Allocation
1.	Shri Premchandran Nair, FTDO  (Link officer - Shri C.M. Ram, FTDO)	1. SFIS 2. Chapter 5 [including weekly EOM Meeting reports] 3. Chapter 7 - Deemed Exports (A to M) 4. HRD - Establishment 5. PRO - Counter 6. ECA & Litigation 7. Reports 8. RTI / ACPIO
2.	Shri R.R. Borikar, FTDO  (Link officer - Shri Premchandran Nair, FTDO)	1. FMS/FPS/MLFPS/VKGUY/MEIS & SEIS - [A to M] 2. Chapter 4 [including weekly EOM Meeting reports] 3. Infrastructure / Stationery / Purchase 4. Niryaat Bandhu 5. Record 6. MIS 7. REIC, SEEPZ Meeting etc. 8. EFC [Meetings]
3.	Shri C.L. Hedaoo, FTDO  (Link officer - Shri R.R. Borikar, FTDO)	1. IEC, GSP, CoO, 2. FMS/FPS/MLFPS/VKGUY/MEIS/SEIS - [N to Z] 3. SHIS 4. Budget & Accounts (Plan / Non- Plan) 5. EDI 6. R&I 7. Strong Room & Blank Licence 8. Monitoring of E-Mails & Policy / New Circulars
4.	Shri C.M. Ram, FTDO  (Link officer - Shri C.L. Hedaoo, FTDO)	1. Import Licence, Export Licence 2. Export House Certificate 3. IEIS 4. Chapter 7 - Deemed Exports (N to Z) 5. Chapter 8 - Quality Complaints & Trade Disputes 6. Audit 7. Rajbhasha [Hindi] 8. Parliament Questions & Miscellaneous

The link officers shall automatically take charge in case concerned officers are on leave.

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22/9

Shri  
22/9/15

7/c R. C. Kalra

Regional Joint Director General of Foreign Trade

Copy to:

- All concerned.
- Hindi version - Shri N.K. Birua, Hindi Officer
- NIC to upload the Office Order

22.9.2015