

भारत सरकार
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
एम.एस.एम.ई - विकास संस्थान
तदोंग बाजार, पी. ओ. - तदोंग,
गंगटोक- 737102, सिक्किम



Govt. of India
Ministry of Micro, Small & Medium Enterprises
MSME - Development Institute
Tadong Bazar, P.O.- Tadong,
Gangtok-737102, Sikkim

Phone: 03592-231880 Tel. Fax: 03592-231262 Email: dcdi-gangtok@dcm sme.gov.in website: www.msmedigangtok.gov.in

(Toll-free MSME helpline No. 1800-180-6763)

MSME-DI-GTK/ 1(15) 2016-17/ 237


Dated 15th Sep. 2016

In supersession of all earlier Orders, the following work allocation is made with immediate effects-

SI No.	Name of Divisional Head and associated Officers.	Work allotted.
1.	Shri D. Ghosh, AD Shri Narayana Saw AD	Leather Division, Hosiery Division, Metallurgy Division, PPP 2012, NLVDP, SLVDP, Special Scheme for NER & Sikkim, Design Clinic, Grievance redressal & Vigilance, DDO & Accounts, other work to be assigned by Director.
2.	Shri S.R.Crasta. AD	Mechanical Division, NMCP Scheme, TREAD, CLCSS, Export Promotion, International Trade Fair, CGTMSEs, RTI, other work to be assigned by Director.
3.	Shri A.K.Gautam, AD	SENET, Food & Chemical Division, G & C Division, National Award, MSE-CDP, Incubator Scheme, Publicity, MSME Data Bank, Library, other work to be assigned by Director.
4.	Shri D.R.Sharma. AD(Stat). Shri Rajesh Sapra. AD	General Administration, Electrical & Electronics Div., Purchase & Store, IMT-ESDP, EDP, IMC, other training programme and training related correspondences, ZED Scheme, SLAB, Coordination with State Govt., Industrial Association & VIP Visit. MPR, Annual Report, Action Plan, DIP, State Profile, Parliamentary matters, EI division, Reception & Information Counter, other work to be assigned by Director.

The Officers are requested to maintain the respective files under their control & take necessary action on the related correspondence in time. MPR & other time bound data must be strictly send to O/o DCMSME within stipulated time. Shri Rajesh Sapra AD will assist to SENET Div. in addition.

- Copy to- 1. All concerned officers
2. AD(SENET) - to upload in Office website


K D Bhattacharya
Deputy Director IC