

**No. A-22020/1/2016-A(P&T)**  
**Government of India**  
**Office of Development Commissioner**  
**(Micro, Small & Medium Enterprises)**  
**Ministry of Micro, Small & Medium Enterprises**  
**Admn(P&T) Section**  
 \*\*\*\*\*

Nirman Bhawan, New Delhi  
 Dated: 22<sup>nd</sup> October, 2020

**ORDER**

The officer is hereby granted leave as mentioned below:

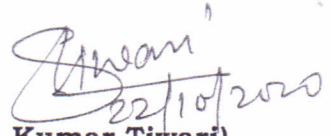
Name & Designation	Nature of Leave	Duration		No. of days	Balance (EL/HPL)
		From	To		
Shri Pawan Kumar Gupta Deputy Director MSME-DI, Ranchi	Earned Leave	26.10.2020	13.11.2020	19 days	296/408

2. Certified that he would have continued to officiate in the post held by him, but for proceeding on leave. He is allowed to leave Headquarters w.e.f. 22.10.2020(AN).

3. During his leave period, Shri Pawan Kumar Singh, Assistant Director (Grade-I), O/o DC(MSME), Hqrs Office is hereby entrusted with additional charge of MSME-DI, Ranchi and he is hereby designated as Director-Incharge of MSME-DI, Ranchi. He would exercise all Administrative and Financial Powers as Director-Incharge, MSME-DI, Ranchi, during the period of leave proposed to be availed of by Shri Pawan Kumar Gupta, Deputy Director.

4. Shri Pawan Kumar Singh, Assistant Director (Grade-I) would not be entitled for any additional remuneration for holding the aforementioned additional charge.

This issues will the approval of the Competent Authority.

  
 (Santosh Kumar Tiwari)  
 Dy. Director (Admn)/HOO

To:-

1. Shri Pawan Kumar Gupta, Deputy Director, MSME-DI, Ranchi;
2. Shri Pawan Kumar Singh, Assistant Director (Grade-I), O/o DC(MSME)

Copy to:-

1. PAO (MSME), Kolkata;
2. DDO, MSME-DI, Ranchi;
3. MSME-DI, Ranchi;
4. All Directors(I/c) of MSME-DIs/TCs;
5. ✓ SENET Division-with the request to upload the above on official website;
6. Service book/Personal file/office order folder.

Copy for kind information to:-

1. PS to AS&DC;
2. PA to ADC(Admn);
3. PS to Director(Admn).