
'ए' विंग, 7 वाँ तल / 'A' Wing, 7th Floor
निर्माण भवन, नई दिल्ली / Nirman Bhawan, New Delhi
दिनांक: 20 जनवरी, 2026/ 20th January, 2026

कार्यालय आदेश/ OFFICE ORDER

On the recommendations of the Departmental Promotion Committee, the Competent Authority is pleased to promote Shri TUFAIL AHMAD, Lower Division Clerk (Group 'C', Non-Gazetted) in the Level-2 (Rs. 19,900-63,200/-) of the pay matrix, currently posted at MSME-DFO, KOLKATA to the grade of Upper Division Clerk (Group 'C', Non-Gazetted) in the Level-4 (Rs. 25,500-81,100/-) of the pay matrix in the Office of Development Commissioner (Micro, Small and Medium Enterprises), on regular basis, with effect from the date of assumption of charge at the place of posting on promotion i.e., MSME-DFO, KOLKATA.

2. Shri Tufail Ahmad is directed to join at MSME-DFO, KOLKATA on promotion latest by 20.02.2026, failing which his non-joining will be treated as 'refusal of promotion' and he will be debarred for promotion for a period of one (01) year or till the next vacancy arises, whichever is later, as per DoPT OM No.22011/5/86-Estt (D) dated 10.04.1989. Additionally, he will also not be eligible for further financial up-gradation as per DoPT OM No.35034/3/2008-Estt (D) dated 19.05.2009. Further, on the eventual promotion in the higher grade, he will lose seniority vis-a-vis his juniors promoted to the higher grade earlier.

3. Shri Tufail Ahmad may submit his option for fixation of pay under Rule FR 22(I)(a)(I) within one month of assumption of charge. The pay on appointment to Upper Division Clerk (Level-4) will be fixed in terms of CCS(RP), Rules, 2016 and DoPT OM No. 13/02/2017-Estt.Pay (Pay-I) dated 27.07.2017.

4. This issues with the approval of the Competent Authority.



(गौरव कटियार)/(Gaurav Katiyar)
निदेशक (प्रशासन)/कार्यालय प्रमुख
Director (Admin.)/HoO

दूरभाष. नंबर/Tel. No.: 011-23061461

ई-मेल/eMail: estt-hqrs@dcmsme.gov.in

सेवा मे / To

श्री तुफैल अहमद
अवर श्रेणी लिपिक
एमएसएमई - डीएफओ, कोलकाता

Shri TUFAIL AHMAD
Lower Division Clerk
MSME - DFO, Kolkata

प्रतिलिपि:-

1. अपर सचिव एवं विकास आयुक्त (एमएसएमई) के प्रधान निजी सचिव;
2. उप महानिदेशक (प्रशासन) के निजी सहायक;
3. सभी अपर विकास आयुक्त के निजी सहायक;
4. पीएओ (एमएसएमई), कोलकाता;
5. कार्यालय प्रमुख/डीडीओ, एमएसएमई-डीएफओ, कोलकाता;
6. सीनेट प्रभाग - वेबसाइट पर अपलोड करने हेतु;
7. हिंदी अनुभाग - हिंदी अनुवाद हेतु;
8. कार्यालय आदेश फ़ोल्डर/गार्ड फ़ाइल