



F. No. HR-01026/1/2022-A(P&T) (E-4020954)
Government of India
Office of the Development Commissioner (MSME)
Ministry of Micro, Small & Medium Enterprises
Admin (P&T) Section



Nirman Bhawan, New Delhi
Dated: 28th March, 2023

OFFICE MEMORANDUM

In supersession of earlier OM Number A-60011/05/2021-Admn. dated 12.09.2022 (copy enclosed) regarding constitution of a standing Capacity Building Unit (CBU) in M/o MSME, it has been decided to reconstitute the CBU consisting of the following officers:-

S. No.	Name of the Officer	Designation, Department/Organisation	Remarks
1.	Shri Ateesh Kumar	Joint Secretary, M/o MSME	Chairman
2.	Dr. Ishita Ganguli Tripathy	ADC (Admin), O/o DC(MSME)	Member
3.	Shri D. Chandrasekhar	ADC (IEDS), O/o DC(MSME)	Member
4.	Dr. S. Glory Swarupa	DDG, Ni-msme, Hyderabad	Member

Other terms and conditions of the order will remain same.

U. Jha
28/03/2023
(Pankaj Kumar Jha)
Deputy Director (Admin)/HoO
Ph: 011-23061430

Encl: As above.

To:

1. PPS to Secretary (MSME), Udhyog Bhawan;
2. PPS to AS&DC(MSME), Nirman Bhawan;
3. Chairman and Members of CBU, MSME - as above;
4. SENET Division to upload on official portal;
5. Guard File.

P.T.O.

Nirman Bhawan, New Delhi
Dated: 12th September, 2022

OFFICE MEMORANDUM

Subject: - Constitution of a standing Capacity Building Unit (CBU) in M/o MSME-reg.

The undersigned is directed to say that in pursuance of the advisory issued by the Capacity Building Commission (CBC) under the Department of Personnel & Training, a standing Capacity Building Unit (CBU) for the Ministry of Micro, Small and Medium Enterprises (MSME) is hereby constituted with the following composition: -

Sl. No.	Name of the Officer	Designation Department/Organisation	Remark
1.	Shri Ateesh Kumar	Joint Secretary, M/o MSME	Chairman
2.	Dr. Ishita Ganguli Tripathy	ADC (Admin), O/o DC(MSME)	Member
3.	Shri D. Chandrasekhar	ADC (IEDS), O/o DC(MSME)	Member

2. The CBU, MSME shall be responsible coordination with CBC and implementation of various capacity building programmes / interventions for all personnel / employees under the MSME on a continuing basis based upon Training Need Assessment (TNA). The CBU, in discharge of its functions, shall be guided by the directives of the CBC. It shall meet as often as necessary to draw up capacity building plans for various employees but not less than once every quarter.

3. This issues with the approval of the Secretary, MSME.

Pankaj
12/09/2022
(Pankaj Kumar Jha)
Deputy Director (Admin)

To,

1. PPS to Secretary (MSME), Udhog Bhavan;
2. PPS to AS&DC(MSME), Nirman Bhavan;
3. Chairman and Members of CBU, MSME as above;
4. SENET Division to upload on official portal;
5. Guard File.