

No. A-21015/1/2020-Admn.(P&T)  
Government of India  
Ministry of Micro, Small & Medium Enterprises  
(Micro, Small & Medium Enterprises)  
Administration Division  
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Nirman Bhawan, New Delhi  
Dated: 4<sup>th</sup> January, 2022

**CIRCULAR**

Following Officers/officials, whose increment is due on January, 2022 are directed to send their duly certified attendance report for 03.01.2022 from their reporting officer.

Encl: List of Officers/Officials.

*Gidw*  
*04/01/2022*  
(Pankaj Kumar Jha)  
Deputy Director(Admn)

To:

- (i) Concerned Officers
- (ii) Notice Board
- (iii) SENET Division- with the request to upload the circular on the office website.

<b>S. No.</b>	<b>Name (Sh./Smt/Km/Dr.)</b>	<b>Designation</b>
1.	O. P. Mehta	Director
2.	Rakesh Kumar Choudhary	Joint Director
3.	H.P. Singh	Deputy Director
4.	Vineetha O.K.	Deputy Director
5.	A.K. Verma	Deputy Director
6.	A.K. Tamaria	Deputy Director
7.	P.V. Suresh Babu	Deputy Director
8.	O.P. Singh	Deputy Director
9.	Harpreet Singh	AD Gr. I
10.	B.B. Sahoo	AD Gr. I
11.	Sanjay Nigam	AD Gr. I
12.	Subhash Chand	AD Gr-I
13.	J.P. Mittal	AD Gr. I
14.	Bijender Kumar	AD Gr-I
15.	Ms. Shimla	AD Gr. I
16.	Mahesh Chand	AD Gr. I
17.	H.K. Choudhury	AD Gr. I
18.	Gyan Singh	AD Gr. I
19.	Vipin Kumar	AD Gr. II
20.	S.K. Agarwal	AD Gr. II
21.	Sameer Malhotra	AD Gr. II
22.	Tulika Sondhi Mehta	AD Gr. II
23.	Pramod Bharti	AD Gr. II
24.	Saurabh Arora	AD Gr. II
25.	Ram Pal Singh	AD Gr. II
26.	Renu Mishra	AD Gr. II
27.	Chandan	AD Gr. II
28.	Elango S	AD Gr. II
29.	R. Anbu Kumaran	AD Gr. II
30.	D.S. Kandari	AD Gr. II
31.	B.M. Saxena	AD Gr. II
32.	O.P. Solanki	S.O.
33.	Ravi Arora	ASO
34.	Surender Kr. Mallah	ASO
35.	Sunil Arora	Investigator
36.	Harbir Singh Rana	SHT

37.	Panchu Singh	SSA
38.	Anil Kumar	SSA
39.	Saurabh Kumar	Steno Gr 'D'
40.	Raju Kumar	Steno Gr 'D'
41.	Hariom	Steno Gr. II
42.	Akeel Ahmad	Steno Gr 'D'
43.	Rahul Bhushan Kumar	Steno Gr. II
44.	Priya	Steno Gr. II
45.	Narendra Kumar	Steno Gr. II
46.	Yeshmendra Kumar	Steno Gr. II
47.	Ramesh Kumar	MTS
48.	Krishna Paswan	MTS
49.	Prakash Chand-II	MTS
50.	ChamanLal	MTS