

 सत्यमेव जयते Government of India	Government of India Ministry of Commerce & Industry Office of the Development Commissioner Admin Office Building, MEPZ - Special Economic Zone, National Highway - 45, Tambaram, Chennai - 600 045 Fax: 044 2262 8218, Email Id: dc@mepz.gov.in
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File No. RTI/454/2020-2021

Dated: 09.06.2020

To
Shri. Kaushik Shaw,
Purokayasthapara,
Ramachandrapur (N),
Kolkata – 700103, West Bengal.

Sir,

Sub: Information required under RTI Act, 2005 -Reg.

Kindly refer to your RTI application dated 19-02-2020 forwarded by the Ministry of Commerce vide their letter No.1-11/21/2020-E-2-DoC and dated 19-03-2020 received in this office on 11-05-2020. The information as available in this office records is provided herewith in respect of this office:

S.NO.	INFORMATION REQUESTED	INFORMATION FURNISHED
1	Which offices under Ministry of Commerce and Industry, Department of Commerce, Government of India have the posts of Data Processing Assistant (DPA). Please provide details along with their Recruitment Rules.	This office has one post of Data processing Assistant in its sanctioned strength. Recruitment Rules for the post is yet to be framed.
2	Has ministry followed the Office memorandum for the purpose of framing/ amendment of Recruitment Rules for the post of DPA in those which is issued by Department of Personnel & Training (DOP & T), Ministry of Personnel, PG, & Pensions, Government of India O.M No. AB. 14017/48/2010-Estt.(RR) dated 31-12-2010 having subject: Revision of Guidelines for framing/ amendment/ relaxation of Recruitment Rules. Under this OM the post of Data Processing Assistant Grade A is mentioned at 3. (II) Existing Recruitment Rules, Sub-heading (3) Data Entry Operator. Please go through the attachment.	These questions are related to Department of Commerce, Ministry of Commerce & Industry, New Delhi.

3	Has ministry followed the Office memorandum for the purpose of framing/ amendment of Recruitment Rules for the post of DPA in those offices which is issued by DOP & T other than O.M No. AB. 14017/48/2010-Estt.(RR) dated 31-12-2010.	These questions are related to Department of Commerce, Ministry of Commerce & Industry, New Delhi.
4	By following which guidelines ministry has created the Post of DPA in those offices. Please provide the copies of those guidelines.	

2. If you are not satisfied with the information furnished above, you may prefer an appeal with the 1st Appellate Authority detailed below within 30 days of the date of this letter.

Shri.D.Anandan,IAS,
Joint Development Commissioner,
MEPZ-Special Economic Zone,
N.H. 45, Tambaram,
Chennai-600 045.
Tel-22628233

Yours sincerely,

Sd/-

(V.KAYALVIZHI)
CPIO/Specified Officer

Copy to:-

Shri. Amitabh Dwivedi,
CPIO & Deputy Secretary,
Ministry of Commerce and Industry,
Department of Commerce,
Udyog Bhawan,
New Delhi - 110 107.