

भारत सरकार / Government of India वाणिज्य एवं उद्योग मंत्रालय / Ministry of Commerce & Industry विकास आयुक्त का कार्यालय / Office of the Development Commissioner



सीप्ज़ – विशेष आर्थिक क्षेत्र / SEEPZ-Special Economic Zone अंधेरी (पूर्व), मुंबई / Andheri (East), Mumbai – 400 096 टेलि. / Tele.: 022-28294734 फैक्स / Fax: 28291385,

ई-मेल / E-mail: <u>dcseepz-mah@nic.in</u>, वेबसाइट / Website: <u>www.seepz.gov.in</u>

OFFICE ORDER No. 270 /2021

In partial modification of earlier office order no. 254/2021 dated 06.04.2021, and in compliance to the order no. DMU/2020/CR.92/DisM-1dated 21.04.2021 issued by Government of Maharashtra regarding prevention and containment of COVID - 19, all the employees need not attend the office on daily basis. Therefore, 1 DEO, 1 Executive, 1 Govt. Staff and 1 ADC will attend in each section. The attendance of Peon/DEO/Executive/Govt. Staff will be decided by concerned Dealing Assistant/ADC.

Further, all the remaining Officials and outsource staff will work from home and should be available on telephone and electronic means of communication at all times and they should attend office, if called for any exigency of work.

Further, any changes in directions received in future by Government considering the pandemic, will be conveyed, accordingly.

(Keshav Jadhav)

Dated: 36 /04/2021

Asstt. Development Commissioner SEEPZ-SEZ

Encls.: As above

No. SEEPZ-SEZ/ADMN/GI/588/2020-21/ 06 12-3

Copy to:

- 1. All Officers/Staff Members through outlook mail.
- 2. DCO/JDCO.
- 3. All outsourced staff.
- 4. Record Keeper.