



भारत सरकार  
GOVERNMENT OF INDIA  
वाणिज्य और उद्योग मंत्रालय  
Ministry of Commerce & Industry  
विकास आयुक्त का कार्यालय  
Office of the Development Commissioner  
सीपज़ विशेष आर्थिक क्षेत्र  
SEEPZ SPECIAL ECONOMIC ZONE  
अंधेरी (पूर्व), मुंबई - 400 096.  
Andheri (East), Mumbai - 400 096.



F.No.: SEEPZ-SEZ/ADMN/28/2001-02/vol-IV/04843

Date: 22.04.2024

कार्यालय आदेश: 116/2024

OFFICE ORDER: 116/2024

विषय: सीपज़-सेज़, मुंबई के 51वें स्थापना दिवस के अवसर पर सीपज़ स्वास्थ्य सेवा केंद्र का उद्घाटन।

Subject: Inauguration of SEEPZ SWASTYA SEVA KENDRA on Occasion of 51<sup>st</sup> Foundation Day of SEEPZ-SEZ, Mumbai.

सीपज़-सेज़ के 51वें स्थापना दिवस के वर्षगाँठ के अवसर पर, बीएफसी बिल्डिंग के ग्राउंड फ्लोर पर स्थापित "सीपज़ स्वास्थ्य सेवा केंद्र" का उद्घाटन 1 मई 2024 को शाम 04.30 बजे किया जा रहा है। तदुपरांत शाम 06 बजे से 09 बजे तक "देवल तालाब", सीपज़-सेज़ में जलपान के साथ "सांस्कृतिक कार्यक्रम" का आयोजन किया जाएगा और उसके बाद स्वरुचि भोज का आयोजन किया जाएगा।

इस कार्यक्रम के उपलक्ष में, सभी अधिकारियों/कर्मचारियों से अनुरोध है कि वे इस आयोजन को सफल बनाने के लिए अनुलग्नक ए में उल्लेखित अपनी भूमिकाओं और जिम्मेदारियों के अनुसार सक्रिय रूप से भागीदार रहे।

On the Occasion of the 51<sup>st</sup> anniversary of Foundation Day of SEEPZ-SEZ, the "SEEPZ SWASTYA SEVA KENDRA" established at the Ground Floor of BFC Building is being inaugurated on 1<sup>st</sup> May 2024 at 04.30 PM. The same will be followed by a "Cultural Evening" along with light refreshments at "Deval Talao", SEEPZ-SEZ from 06.00 PM to 09.00 PM and thereafter followed by Dinner.

In this regard, all the officers/officials are requested to take active participation as per the roles and responsibilities assigned to them as mentioned in the Annexure A to make the event successful.

(सीपीएस चौहान, भा.रा.से.)  
संयुक्त विकास आयुक्त  
सीपज़ - सेज़

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सीपज़ विशेष आर्थिक क्षेत्र के बढ़ते कदम - राजभाषा के संग

**ANNEXURE "A"**

**Event: Inauguration of the "SEEPZ SWASTYA SEVA KENDRA" on 1<sup>st</sup> MAY 2024  
AT BFC BUILDING AT 04.30 PM**

Sr.No.	Event	Name of the Officer/officials
1	Invitation and Coordination with the invitees/ Unit holders	Smt. Bridget Joe, EA to DC Smt Rekha Nair, ADC Shri. G.S Bhandari, Assistant Ms. Divyanshi Goyal, LDC
2	Inauguration/ Ribbon cutting ceremony of the Seepz Swastha Seva Kendra	Shri Manish Kumar, ADC Shri Rajesh Kumar, UDC Shri Sandeep Kumar, AO Shri Ashish Yadav, AO Shri Pranav , Shri Rohit, Shri Rohan Shri Viraj, Shri Vallabh , Shri Lakshamanan V.

**Event: Cultural Evening on 1<sup>st</sup> MAY 2024 AT DEVAL TALAO FROM 06.00 PM TO 09.00 PM  
Followed by Dinner.**

Sr.No.	Event	Name of the Officer/officials
1	Seating arrangements & Protocol of the invitees/unit holders, staff etc.	Shri Rajendra Rane, Sr AO Shri Jinto Jose, AO Shri Rajkumar Gupta, AO Shri. Akshay Kumar Shekhawat, AO
2	Catering /Refreshments/ Dinner at Deval Talo after the inauguration of the Seepz Swastha Seva Kendra	Shri Palash Shankar, ADC Shri Ravindra Kumar, Assistant Shri Mangeram, Sr. AO, Shri Hiken Shah AO, Shri Somesh Singh, AO
3	Stage and Decoration/ lighting at BFC and at Deval Talao	Shri Hanish Rathi, ADC Shri Dharmendra Kumar, Sr. AO Shri Pradeep More, AO, Shri Rajesh Kumar, UDC Shri Jagdish Gaur, LDC
4	Coordination and arrangements for the stage artist	Shri Ramesh Kumar, Sr. AO Shri. Sanjeev Meena Sr.AO Shri Hekmat Singh, AO Shri Rajesh Didpayle, AO
5	Vehicle Movement	Shri Prakash Chandra, Sr. AO Shri Deepak Kumar, AO Shri Dinesh Patil, AO Shri Janesh Tripathi, LDC Shri Ashok Meena, LDC
6	Management	Shri Ranjeet Rawool, Sr.AO Smt. Usha Sagar, Sr.AO Shri Naveen Kumar, Sr. AO Shri Hemant Ghadigaonkar, AO



7	Photography	Shri Nilesh Lanjekar
8	IT Support	Shri Hanish Rathi, ADC Shri Mayur Gadage, IT Shri Amit Shirvalkar, IT Shri Vikram Satre, IT Shri Navjyot Chile, IT
9	Field Support	Shri Santosh Patankar, Caretaker Shri Suresh Indulkar, Caretaker Shri Hemant Kumar, Caretaker Shri Milind Patil, Caretaker

**Draft Minute to Minute programme on 51<sup>st</sup> Foundation Day of SEEPZ-SEZ**

Sr.No	Event	Time
1	Addressing the invitees assembled at BFC for the inauguration of the SSSK and the Medical Store	04.30 pm to 05.00 pm
2	Inauguration/Ribbon cutting function of "SEEPZ SWASTYA SEVA KENDRA" at Ground Floor BFC	05.00 pm to 05.05 pm
3	Inauguration/Ribbon cutting function of "Medical Store" at Ground Floor BFC	05.05 pm to 05.10 pm
4	Light Refreshments at Deval Talao	05.30 pm to 06.00 pm
5	Cultural Evening	
	a) Indian Classical Music	06.00pm to 06.45 pm
	b) Standup comedy	06.45 pm to 07.30 pm
	c) Bharatnatyam dance performance	07.30 pm to 07.45 pm
	d) Addresses by Dignitaries	07.45 pm to 08.00 pm
	e) Bollywood music by the orchestra team and in-house performers	08.00 pm to 09.30 pm
	f) Dinner	09.30 pm onwards

  
24/01/24

To,

1. All concerned officers/officials
2. Office order file/register