

# **MANUAL-2**

## **The Powers and Duties of its Officers and Employees**

### कार्यालय आदेश

टी0एच0डी0सी0 इण्डिया लिमिटेड के पत्र संख्या THDC:CP:Estt:Deput:04:10:474/1437 दिनांक 23.08.2011 तथा श्री अनूप राज गैरोला, उप-महाप्रबन्धक (तकनीकी) के अनुरोध पत्र दिनांक 15.09.2011 के क्रम में श्री अनूप राज गैरोला, उप-महाप्रबन्धक (तकनीकी) को सिडकुल से दिनांक 16.09.2011 की अपरान्ह से मूल विभाग टी0एच0डी0सी0 इण्डिया लिमिटेड, ऋषिकेश के लिए कार्यमुक्त किया जाता है। श्री अनूप राज गैरोला, उप-महाप्रबन्धक (तकनीकी) के द्वारा सम्पादित किये जा रहे समस्त कार्यों को अग्रिम आदेशों तक श्री जे0बी0 सिंह, उप-महाप्रबन्धक (तकनीकी) द्वारा सम्पादित किया जायेगा।

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(एस0रामास्वामी)  
प्रबन्ध निदेशक

### प्रतिलिपि— निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतू प्रेषित।

1. श्री अनूप राज गैरोला, उप-महाप्रबन्धक (तकनीकी) को इस आशय से कि वे अपना समस्त कार्यभार श्री जे0बी0 सिंह, उप-महाप्रबन्धक (तकनीकी) को सौंपते हुए अपनी योगदान आख्या वरिष्ठ प्रबन्धक (कार्मिक)टी0एच0डी0सी0 इण्डिया लिमिटेड को प्रस्तुत करेंगे।
2. श्री जे0बी0 सिंह, उप-महाप्रबन्धक (तकनीकी) को इस आशय से कि वे श्री अनूप राज गैरोला, उप-महाप्रबन्धक (तकनीकी) से समस्त कार्यभार ग्रहण कर प्राप्त अभिलेख एवं पत्रावलियों की सूची की एक प्रति प्रशासनिक अनुभाग को उपलब्ध करायेंगे।
3. श्री एन0 के प्रसाद, वरिष्ठ प्रबन्ध, (कार्मिक) टी0एच0डी0सी0 इण्डिया लिमिटेड को उनके पत्र संख्या THDC:CP:Estt:Deput:04:10:474/1437 दिनांक 23.08.2011 के क्रम में।
4. वित्त नियंत्रक/प्र0महाप्रबन्धक।
5. व्यक्तिगत पत्रावली / प्रशासनिक अनुभाग।

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(एस0रामास्वामी)



# STATE INFRASTRUCTURE & INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2-New Cantt Road, Dehradun – 248001  
Phone - 0135-2708100, 2743292, 2743297

पत्रांक 2504 / म0प्र0(परि0-प्रशा0) / सिडकुल / 2011

दिनांक 13 / सितम्बर 2011

## कार्यालय ज्ञाप

सिडकुल प्रबन्धन द्वारा दी गयी स्वीकृति के अनुपालन में संविदा में कार्यरत श्री नरेश कुमार कोरंगा, सहायक महाप्रबन्धक, सिडकुल को प्रभारी, उप-महाप्रबन्धक, सिडकुल का दायित्व सौंपा जाता है। इस हेतु श्री कोरंगा को कोई अतिरिक्त परिश्रमिक / भत्ते देय नहीं होंगे। संविदा की अन्य शर्तें पूर्ववत् रहेंगी।

उक्त आदेश तत्कालिक प्रभाव से लागू होगा।

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(एस0के0शर्मा)  
प्र0महाप्रबन्धक  
(परि0-प्रशा0)

प्रतिलिपि— निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रस्तुत।

- 1 वैयक्तिक सहायक, प्रबन्ध निदेशक को प्रबन्ध निदेशक महोदय के संज्ञानार्थ।
- 2 वित्त नियंत्रक सिडकुल, देहरादून।
- 3 समस्त उप-महाप्रबन्धक / सहायक महाप्रबन्धक / क्षेत्रीय प्रबन्धक।
- 4 व्यक्तिगत पत्रावली।

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(एस0के0शर्मा)



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०  
2 - न्यू कैन्ट रोड देहरादून।  
फोन - 0135 - 2708100, 2743292, 2743297  
फैक्स - 0135 2708109 वेबसाइट :- [www.sidcul.com](http://www.sidcul.com)

Ref. No. 1790 /MD/SIDCUL/11

Date: 01 Aug 2011

**OFFICE ORDER**

I, S.Ramaswamy, I.A.S, Managing Director, State Infrastructure & Industrial Development Corporation of Uttarakhand Ltd. (SIDCUL), Dehradun hereby delegate the powers to Sh. K.N. Nautiyal, Asstt. General Manager, SIDCUL Dehradun to Sign and execute the Lease Deed of the Industrial Plot of IT Park, Dehradun, Pharmacy Selaqui, Dehradun for and behalf of SIDCUL.

**-Sd-  
Managing Director**

Copy to :- for information and necessary action.

1. District Magistrate, Dehradun
2. Addl. District Magistrate (Finance), Dehradun
3. Sub Registrar, Dehradun
4. Sh. K.N. Nautiyal, AGM
5. Finance Controller, SIDCUL, Dehradun
6. G.M. (I/c), SIDCUL, Dehradun

**-Sd-  
Managing Director**



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०  
2 - न्यू कैंन्ट रोड देहरादून।  
फोन - 0135 - 2708100, 2743292, 2743297  
फैक्स - 0135 2708109 वेबसाइट :- [www.sidcul.com](http://www.sidcul.com)

पत्र संख्या:- 2103/प्र०म०प्र०/सिडकुल/॥,

दिनांक:- 20 अगस्त 2011

### कार्यालय आदेश

प्रबन्धन द्वारा दी गयी स्वीकृति के अनुपालन में श्री शिवकश्यप, लेखाकार को उनके अनुरोध पर मुख्यालय देहरादून से एकीकृत औद्योगिक आस्थान, हरिद्वार में स्थानान्तरित किया जाता है। चूंकि स्थानान्तरण उनके अनुरोध पर किया जा रहा है, अतः उन्हें कोई स्थानान्तरण भत्ता देय नहीं होगा। श्री कश्यप कार्यमुक्त होकर क्षेत्रीय प्रबन्धक, हरिद्वार में योगदान आख्या अविलम्ब प्रस्तुत करेंगे।

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(एस०के० शर्मा)  
प्रभारी महाप्रबन्धक (प्रशासन)

**प्रतिलिपि:-** निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

1. वैयक्तिक सहायक प्रबन्ध निदेशक को प्रबन्धक निदेशक महोदय के संज्ञानार्थ।
2. श्री शिव कश्यप लेखाकार, सिडकुल देहरादून।
3. वित्त नियंत्रक सिडकुल, देहरादून।
4. क्षेत्रीय प्रबन्धक, हरिद्वार।
5. प्रशासनिक विभाग।

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(एस०के० शर्मा)  
प्रभारी महाप्रबन्धक (प्रशासन)



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2, New Cantt Road, Dehradun-24001  
Ph- 0135-2743292, 2743297, 2708100  
Fax - 0135-2708109 Website:- www.sidcul.com

पत्र संख्या: 1518/उ०म०प्र०/सिडकुल/2011

दिनांक 23 जुलाई, 2011

सेवा में,

सचिव,  
उत्तराखण्ड सूचना आयोग,  
सेक्टर-1, सी-10,  
डिफेंस कॉलोनी, देहरादून।

**विषय: सिडकुल कार्यालय में लोक सूचना अधिकारी नामित किये जाने विषयक।**

महोदय,

कृपया सिडकुल के पूर्व पत्रांक 2003 दिनांक 04/09/10 का सन्दर्भ ग्रहण करें। जो कि सिडकुल के अधिकारी को लोक सूचना अधिकारी नामित किये जाने से सम्बन्धित था। इसी क्रम में पुनः प्रबन्ध निदेशक महोदय द्वारा पत्रांक 010 दिनांक 20/07/11 के माध्यम से अपीलीय/लोक सूचना अधिकारी नामित किये गये हैं। जिनका विवरण निम्नवत है:-

| क्रम सं० | अधिकारी के नाम                      | कार्यभार  |
|----------|-------------------------------------|---|
| 1.       | श्री बी०सी० तिवारी, वित्त नियंत्रक  | अपीलीय अधिकारी  |
| 2.       | श्री एन०के० कोरंगा, सहा०महाप्रबन्धक | लोक सूचना अधिकारी, मुख्यालय एवं समस्त एकीकृत औद्योगिक आस्थान-औद्योगिक आस्थान से सम्बन्धित सूचना हेतु। |

सूचनार्थ प्रेषित।

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(एस०के०शर्मा)

प्रभारी महाप्रबन्धक, (परि० एवं प्रशा०)



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०

2 – न्यू कैंन्ट रोड देहरादून।

फोन – 0135 – 2708100, 2743292, 2743297

फैक्स – 0135 2708109 वेबसाइट :- [www.sidcul.com](http://www.sidcul.com)

पत्र संख्या: 1505/प्र०म०प्र०(परि०एवंप्रशा०)/सिडकुल/2011

दिनांक 22 जुलाई 2011

### कार्यालय ज्ञाप

प्रबन्ध निदेशक महोदय द्वारा अधिकारियों के कार्य वितरण हेतु जारी आदेश संख्या 10/MD/SIDCUL/2011 Dt. 20 July 2011 के क्रम में प्रबन्धन की स्वीकृति के उपरान्त अधीनस्थ कर्मचारियों /आशुलिपिक को निम्नानुसार कार्य आवंटित किया जाता है-

| क्रम संख्या | कार्मिक का नाम                                       | कार्य का आवंटन   | रिपोर्टिंग अधिकारी   |
|-------------|--|--|--|
| 1           | श्री लक्ष्मीकान्त मिश्रा<br>आई०टी० एडमिनिस्ट्रेटर    | LLMS सॉफ्टवेयर से सम्बन्धित कार्य, प्रथम तल मे कार्यालय में हार्डवेयर से सम्बन्धित कार्य एवं मेला प्रदर्शनी का कार्य   | श्री एस० के० शर्मा<br>प्रभारी महाप्रबन्धक (परि०एवंप्रशा०)  |
| 2           | श्री अश्विनी कुमार<br>सीनियर कम्प्यूटर<br>ऑपरेटर     | सितारगंज, ऐल्डिको सितारगंज, आई०टी० पार्क, एम०आई०एस० के साथ ही कार्यालय के द्वितीय तल में कार्यालय में हार्डवेयर से सम्बन्धित कार्य तथा विधान सभा प्रश्नोत्तर सम्बन्धित कार्य | श्री के०एन० नौटियाल<br>सहायक महाप्रबन्धक   |
| 3           | श्री नन्दन सिंह खोलिया<br>सीनियर कम्प्यूटर<br>ऑपरेटर | एकीकृत औद्योगिक आस्थान, पन्तनगर के आवंटन उपरान्त से सम्बन्धित कार्य  | श्री एन०के० कोरंगा<br>सहायक महाप्रबन्धक  |
| 4           | श्री विरेन्द्र बडोनी<br>सीनियर कम्प्यूटर<br>ऑपरेटर   | एकीकृत औद्योगिक आस्थान, हरिद्वार के आवंटन उपरान्त से सम्बन्धित कार्य   | श्री एन०के० कोरंगा<br>सहायक महाप्रबन्धक  |
| 5           | श्री एन०के० भारद्वाज<br>सीनियर स्टैनोग्राफर          | वित्त अधिकारी से सम्बन्धित आशुलिपिक का कार्य   | श्री बी०सी० तिवारी<br>वित्त नियंत्रक   |
| 6           | श्रीमती पूनम खत्री<br>सीनियर स्टैनो                  | यू०पी०एस०आई०डी०सी०/यू०पी०एस०आई०सी० से सम्बन्धित कार्य<br><br>इलैक्ट्रिकल एव विद्युत अवस्थापना से सम्बन्धित कार्य   | श्री पी०एस० सजवान<br>सहायक महाप्रबन्धक (प्रशा०)<br><br>श्री एस० के० शर्मा<br>प्रभारी महाप्रबन्धक (परि०एवंप्रशा०) |
| 7           | कु० रुकमणी<br>सीनियर स्टैनो                          | आई०आई०ई० हरिद्वार, आई०आई०<br>सितारगंज/एल्डिको सितारगंज, चाफी के<br>अवस्थापना से सम्बन्धित कार्य  | श्री जे०बी० सिंह<br>उप-महाप्रबन्धक (तकनीकी)  |
| 8           | श्रीमती पूनम व्यास<br>स्टैनो                         | आई०टी० पार्क एवं साईबर टावर, ग्रोथ सेंटर कोटद्वार के अवस्थापना से सम्बन्धित कार्य  | श्री जे०बी० सिंह<br>उप-महाप्रबन्धक (तकनीकी)  |
| 9           | श्री मंजीत सिंह<br>कम्प्यूटर ऑपरेटर                  | कोटद्वार ग्रोथ सेंटर एव फार्मासिटी के आवंटन उपरान्त से सम्बन्धित कार्य   | श्री के०एन० नौटियाल<br>सहायक महाप्रबन्धक   |

|    |                                       |   |   |
|----|---------------------------------------|---|---|
| 10 | श्री प्रदीप कुमार<br>कम्प्यूटर ऑपरेटर | एकीकृत औद्योगिक आस्थान, पन्तनगर एवं एस्कार्ट<br>फार्म के अवस्थापना से सम्बन्धित कार्य                                   | श्री ए0आर0गैरोला<br>उप-महाप्रबन्धक (तकनीकी)   |
| 11 | कु0 उर्मिला सेमवाल                    | कम्पनी सचिव से सम्बन्धित कार्य  | श्री आर0बी0 सिंह<br>कम्पनी सचिव   |
| 12 | कु0 शेफाली<br>आशुलिपिक                | जसपुर एवं काशीपुर मिल से सम्बन्धित समस्त कार्य<br>के साथ ही समस्त औद्योगिक आस्थानों में प्रथम<br>आवंटन सम्बन्धित कार्य। | श्री एस0 के0 शर्मा<br>प्रभारी महाप्रबन्धक (परि0एवंप्रशा0)   |
| 13 | कु0 निशा वर्मा<br>आशुलिपिक            | विधि से सम्बन्धित कार्य   | श्री वी0के0 जैन<br>विधि सलाहकर /<br>श्री पुनीत गुप्ता, विधि अधिकारी   |
| 14 | कु0 रचना चन्द<br>आशुलिपिक             | आशुलिपिक से सम्बन्धित कार्य<br><br>पत्रिका विज्ञापन एवं आशुलिपिक से सम्बन्धित कार्य                                     | श्री के0एन0 नौटियाल<br>सहायक महाप्रबन्धक<br><br>कु0 राखी<br>सहायक प्रबन्धक (एच0आर0)                           |
| 15 | कु0 किरन भट्ट<br>आशुलिपिक             | कार्मिक एवं प्रशासन से सम्बन्धित समस्त कार्य  | श्री एस0 के0 शर्मा<br>प्रभारी महाप्रबन्धक (परि0एवंप्रशा0)   |
| 16 | कु0 भावना जोशी<br>आशुलिपिक            | लोक सूचना अधिकार, से सम्बन्धित कार्य<br><br>उपस्थिति पंजिका (Bio Metric<br>Attendance) से सम्बन्धित कार्य               | श्री एन0के0 कोरंगा<br>सहायक महाप्रबन्धक<br><br>श्री एस0 के0 शर्मा<br>प्रभारी महाप्रबन्धक (परि0एवंप्रशा0)      |
| 17 | कु0 तृप्ता शर्मा<br>सहायक लेखाकार     | समस्त बीजको/वेतन के भुगतान की प्रशासनिक<br>स्वीकृति से सम्बन्धित।   | श्री पी0एस0 सजवान<br>सहायक महाप्रबन्धक (प्रशा0)/<br>श्री एस0 के0 शर्मा<br>प्रभारी महाप्रबन्धक (परि0एवंप्रशा0) |

उक्त आदेश तत्काल प्रभाव से लागू माना जायेगा एवं सम्बन्धित कर्मचारी पत्रावलियों का चार्ज हस्तगत कराते हुये उसकी एक प्रति प्रशासनिक अनुभाग को भी उपलब्ध कराना सुनिश्चित करेंगे।

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(एस0के0शर्मा)

प्रभारी महाप्रबन्धक (परि0-प्रशा0)

**प्रतिलिपि-निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित-**

1. सम्बन्धित अधिकारी, सिडकुल।
2. सम्बन्धित कर्मचारी, सिडकुल।
3. प्रशासनिक अनुभाग को इस आशय के साथ कि उक्त की एक प्रति आदेश सम्बन्धित पत्रावली में संलग्न करना सुनिश्चित करें।

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# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2-New Cantt. Road, DehraDun – 248001

Phone – 0135-2743292, 2708100 Fax-0135-2708109

Website: [www.sidcul.com](http://www.sidcul.com)

Ref: 10/MD/SIDCUL/2011

Dated: 20 July, 2011

Consequent upon Resignation of S.h S.P Tripathi, General Manager, repatriation of DGM (T) Sh N.K Pant and new joining of AGM Shri K.C Nautiyal & Shri P.S Sajwan the revised work allocation amongst the officers of SIDCUL, is as follows:-

## 1. Sh B.C Tiwari, Finance Controller

- Incharge Finance and Accounts deptt.
- Member evaluation committee for All IIE's/IE's
- Post allotment of Growth Centre, Kotdwar, Pharmacity, Selaqui, ESIPL Sitarganj, Chaffi and ITPark/Cyber Tower, Escort Farm, AGM concerned shall assist.
- Appellant Authority, RTI, SIDCUL.
- Other works incidental and ancillary to these.

## 2. Sh. S.K Sharma, General Manager (I/C) (Proj & Admin)

- Incharge Personnel & Administration deptt.
- Transfer of Assets from U.P i.e UPSIDC, Kashipur/Jaspur Spinning Mills etc. concerned AGM shall assist.
- Post allotment IIE Haridwar & Pantnagar. AGM Concerned shall assist.
- Liaison with the state Govt./Sect. & Nodal officer for assembly.
- Infrastructure work of electrical for all IIE's.
- Member evaluation committee for all IIE's/IE's.
- Link officer for Industrial Land Allotment Committee (New Allotments of all IIE's)
- Other works incidental and ancillary to these.

## 3. Sh. A.R Gairola, DGM (Tech)

Work pertaining to Civil infrastructure of following IIE/IE.

- IIE Pantnagar.
- Escort Farm, Kashipur.
- Pharmacity, Selaqui
- Urban Hatt.
- Mini Industrial Estates in hills (Kumaon Region)

- All legal/arbitration matters related to civil infrastructure work of above IE/IIE in consultation with Legal Section and Administration.
- Other works incidental and ancillary to these.

#### **4. Sh. J.B Singh , DGM(Tech)**

- Works pertaining to Civil Infrastructure of following IIE/ IE.
  - a) IIE Haridwar
  - b) IT Park & Cyber Tower
  - c) Growth Centre, Kotdwar
  - d) IIE Sitarganj/ELDECO Sitarganj
  - e) Chaffi.
  - f) Mini Industrial Estates in hills ( Garhwal Region)
- All legal/ arbitration matters related to civil infrastructure work of above IE/ IIE in consultation with Legal Section and Administration.
- Other works incidental and ancillary to these.

#### **5. Sh. R.B Singh, Company Secretary.**

- All secretarial & Co. affair work.
- Member evolution committee for all IIE's/ IIE.
- Review pricing policy of all industrial estates in Uttarakhand,
- Framing of policy for Industrial Development in Hill Areas.
- Khasra Notification and related legal cases.
- Other works incidental and ancillary to these.

#### **6. Sh. N.K Koranga, AGM**

- Will be the Nodal Officer for post allotment changes for Pantnagar/Haridwar and process the files through GM (I/C) .
- P.I.O SIDCUL (HQ & All IIE/IE).
- Nodal Officer for Kashipur & Jaspur Spinning Mill related all work & report to GM (I/C)
- Will look after legal cases related with above in consultation with GM (I/C) & Legal Section.
- Other works incidental and ancillary to these.

#### **7. Sh. P.S Sajwan, AGM**

- To assist GM (I/C) (P&A) in Admin & Personnel Deptt.
- To assist GM (I/C) in Transfer of Assets form UPSIDC/UPSIC etc.
- Work pertaining to fair and exhibition and will report to GM (I/C)

- Will look after legal cases related with above in consultation with GM (I/C) & Legal Section.
- Other works incidental and ancillary to these.

**8. Sh. K.C Nautiyal, AGM**

- Will be the Nodal Officer for the post allotment changes for ESIPL Sitarganj, IT Par/ Cyber Tower, Escort Farm and process the file through F.C.
- Will be the Nodal Officer for the post allotment changes for Kotdwar Growth Centre & Pharmacy and process the file through F.C.
- Will look after legal cases related with above in consultation with FC & Legal Section.
- Other works incidental and ancillary to these.

**9.Sh. G.P Durgapal Regional Manager.**

- Will be responsible for the works related to IIE, Pantnagar & IIE Sitarganj as RM
- Will liaison with various Govt. Departments, Industrial Association and the local bodies.
- Will attend all the meeting convened at various levels.
- Litigation matter pertaining to IIE- Pantnagar & Sitarganj in association with concerned AGM & Legal Section.
- Will ensure implementation of GO for 70% employment of permanent residees for Uttarakhand in different industries located at IIE- Pantnagar & Sitarganj.
- Other works incidental and ancillary to these.

**10. Sh. H. R Nautiyal, Regional Manager.**

- Will responsible for the works related to IIE, Haridwar as RM
- Will liaison with various Govt, Departments, Industrial Association and the local bodies.
- Will attend al the meeting convened at various levels.
- Litigation matter pertaining to IIE- Haridwar in association with concerned AGM & Legal Section.
- Will ensure implementation of GO for 70% employment of permanent residees for Uttarakhand in different industries located at IIE- Haridwar
- Other works incidental and ancillary to these.

1. Finance Controller, GM (I/C) Dy, General Manager & Company Secretary will report to MD.
2. MD will be the Chairman for all evolution Committee.

3. All RM will report to FC/ GM (I/C) through concerned AGM.

The aforesaid order supersedes all previous orders in this regard and shall come into effect immediately. It is also to be amply clarified that the undersigned may at this discretion assign further work to any officer in addition I addition to what has been outlined above. If the situation so demands.

**-Sd-**  
(S. Ramaswamy)  
Managing Director

C.C

1. Concerned officers for compliance and information.
2. Administration Department for records.

**-Sd-**  
(S. Ramaswamy)  
Managing Director



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०  
2 - न्यू कैंट रोड देहरादून।  
फोन - 0135 - 2708100, 2743292, 2743297  
फैक्स - 0135 2708109 वेबसाइट :- [www.sidcul.com](http://www.sidcul.com)

पत्र संख्या: 1414/प्र०म०प्र०(परि०एवंप्रशा०)/सिडकुल/2011

दिनांक 21/जुलाई 2011

### कार्यालय ज्ञाप

श्री आर०पी० सिंह की एकीकृत औद्योगिक आस्थान, पन्तनगर में उपनल के माध्यम से स्थानिक अभियन्ता (Resident Engineer) के पद पर सविंदा पर नियुक्ति के उपरान्त प्रबन्धन द्वारा दी गयी स्वीकृति के अनुपालन में निम्नानुसार कार्य वितरण किया जाता है।

|   |  |
|---|--|
| श्री पी०सी० जोशी (स्थानिक अभियन्ता)                         | ई०एस०आई०पी०एल०/आई०आई०ई० सितारगंज से सम्बन्धित अवस्थापना कार्य एवं चाफी प्रोजेक्ट से सम्बन्धित कार्य। |
| (Lt. Col.) सेवा निवृत्त श्री आर०पी० सिंह (स्थानिक अभियन्ता) | पन्तनगर एवं एस्कार्ट फार्म से सम्बन्धित अवस्थापना कार्य  |

श्री पी०सी० जोशी पन्तनगर व एस्कार्ट फार्म से सम्बन्धित कार्य श्री आर०पी० सिंह को तत्काल प्रभाव से हस्तगत करेंगे। उपरोक्त कार्य वितरण तत्काल प्रभाव से लागू होगा।

—ह०—  
(एस०के०शर्मा)  
प्रभारी महाप्रबन्धक (परि०-प्रशा०)

**प्रतिलिपि-निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित-**

1. क्षेत्रीय प्रबन्धक, सिडकुल सितारगंज एवं पन्तनगर।
2. श्री ए०आर० गैरोला, उप-महाप्रबन्धक (तकनीकी), सिडकुल।
3. श्री जे०बी० सिंह, उप-महाप्रबन्धक (तकनीकी), सिडकुल।
4. श्री पी०सी० जोशी (स्थानिक अभियन्ता) / श्री आर०पी० सिंह (स्थानिक अभियन्ता)।
5. प्रशासनिक विभाग एवं वित्त विभाग।

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(एस०के०शर्मा)



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०  
2 - न्यू कैंट रोड देहरादून।  
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पत्र संख्या: 09/प्र०नि०सिडकुल/2011

दिनांक 12 जुलाई 2011

### आदेश

सिडकुल के आदेश संख्या-08 दिनांक-12.07.11 के क्रम में श्री एन०के० पन्त, उपमहाप्रबन्धक (तकनीकी) द्वारा सम्पादित किये जा रहे समस्त कार्य श्री जे०बी० सिंह, उपमहाप्रबन्धक (तकनीकी) द्वारा सम्पादित किये जायेंगे। उपरोक्त आदेश तत्काल प्रभाव से लागू होगा।

-ह०-  
प्रबन्ध निदेशक

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

1. श्री एन०के० पन्त, उपमहाप्रबन्धक (तकनीकी) को इस आशय से प्रेषित है कि वह अपना समस्त कार्यभार एवं सम्बन्धित पत्रावली श्री जे०बी० सिंह, उपमहाप्रबन्धक (तकनीकी) को हस्तगत करायेंगे।
2. श्री जे०बी० सिंह, उपमहाप्रबन्धक (तकनीकी) को इस आशय से प्रेषित कि वे श्री एन०के० पन्त, उपमहाप्रबन्धक (तकनीकी) से समस्त कार्यभार एवं पत्रावलियां प्राप्त कर रिपोर्ट की एक प्रति प्रशासनिक अनुभाग को उपलब्ध कराना सुनिश्चित करेंगे।
3. प्रभारी महाप्रबन्धक/वित्त नियंत्रक।
4. प्रशासनिक अनुभाग।

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प्रबन्ध निदेशक



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०  
2 - न्यू कैंन्ट रोड देहरादून।  
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Ref. No. 559 /MD/SIDCUL/11

Date: 21 May 2011

**OFFICE ORDER**

I, S.Ramaswamy, I.A.S, Managing Director, State Infrastructure & Industrial Development Corporation of Uttarakhand Ltd. (SIDCUL), Dehradun hereby delegate the powers to Sh. G.P. Durgapal, Regional Manager, SIDCUL Pantnagar & Sitarganj to Sign and execute the Lease Deed of the Industrial Plot at IIE-Pantnagar for and on behalf of SIDCUL.

**-Sd-  
Managing Director**

Copy to :- for information and necessary action.

1. District Magistrate, U.S. Nagar
2. Addl. District Magistrate (F), U.S. Nagar
3. Sub Registrar, Kichha U.S. Nagar
4. Finance Controller, SIDCUL, Dehradun
5. Sh. S.K. Sharma, GM (P&A) SIDCUL, Dehradun
6. Sh. G.P. Durgapal, RM SIDCUL Pantnagar

**-Sd-  
Managing Director**



# STATE INFRASTRUCTURE & INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2-New Cantt Road, Dehradun – 248001

Phone - 0135-2708100, 2743292, 2743297

पत्रांक 4849 /उ0म0प्र0 / सिडकुल /2011

दिनांक 29 मार्च, 2011

## कार्यालय ज्ञाप

अवगत कराना है कि सिडकुल के पत्र संख्या 4727 /उ0म0प्र0 /सिडकुल /2011 दिनांक 18.03.2011 के द्वारा श्री आशीष गुजराल को त्यागपत्र स्वीकार करते हुए उन्हे दिनांक 18.03.2011 की अपरान्ह से सीडा (सिडकुल) से कार्यमुक्त किया जाने हेतु आदेशित किया गया था तथा उन्हे निर्देशित किया गया था कि वह अपना समस्त कार्यभार पत्रावलियों सहित श्री वाई0एस0 पुण्डीर, आर्किटेक्ट को सौंपेंगे, परन्तु आज दिनांक 29.03.2011 तक श्री गुजराल सिडकुल कार्यालय में उपस्थित नही हुए व न ही उनके द्वारा कोई कार्यभार श्री पुण्डीर को सौपा गया अतः सिडकुल के कार्यो को सुचारु रूप से सम्पादित करने हेतु, मुझे यह कहने के निर्देश हुए है कि श्री आशीष गुजराल के कार्यालय कक्ष स्थित पत्रावलियों एवं अभिलेखों के चार्ज लेने हेतु सिडकुल मुख्यालय में निम्नवत समिति गठित की जाती है।

1. श्री नरेश कोरंगा, सहायक महाप्रबन्धक।
2. श्री वाईएस0 पुण्डीर, आर्किटेक्ट।
3. श्री संजय शर्मा, असिस्टैन्ट आर्किटेक्ट।
4. श्री एच0एस0 नेगी, सहायक प्रबन्धक (वित्त)

उपरोक्त समिति समस्त अभिलेखो व पत्रावलियों का परीक्षण करते हुए उनकी सूची तैयार करेगी एवं तदानुसार समस्त अभिलेख व पत्रावलियों को श्री वाई0एस0 पुण्डीर को हस्तगत करायेंगी साथ ही सूची की एक प्रति प्रशासनिक अनुभाग को उपलब्ध करायेंगी।

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(एस0के0शर्मा)

उप—महाप्रबन्धक (प्रशासन)

## प्रतिलिपि—सूचनार्थ एवं आवश्यक कार्यवाही हेतु—

1. वैयक्तिक सहायक, प्रबन्ध निदेशक को प्रबन्ध निदेशक महोदय के अवलोकनार्थ।
2. श्री नरेश कोरंगा, सहायक महाप्रबन्धक।
3. श्री वाईएस0 पुण्डीर, आर्किटेक्ट।
4. श्री संजय शर्मा, असिस्टैन्ट आर्किटेक्ट।
5. श्री एच0एस0 नेगी, सहायक प्रबन्धक (वित्त)।
6. प्रशासनिक अनुभाग।

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(एस0के0शर्मा)





# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

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पत्रांक 4638 / प्र0नि0 / सिडकुल / 2011

दिनांक: 15 / 03 / 2011

## कार्यालय आदेश

जैसा कि अवगत है कि माननीय मुख्यमंत्री महोदय, एवं शसन द्वारा कार्यालयों में अधिकारियों/कर्मचारियों को समय से उपस्थिति होने के निर्देश दिये जाते रहें है। उपरोक्त क्रम में सिडकुल कार्यालय में उपस्थिति एवं आने-जाने के समय को सुनिश्चित करने हेतु मुख्यालय सिडकुल, एकीकृत औद्योगिक आस्थान हरिद्वार एव पंतनगर में Biometric Reader Attendance Machine की स्थापना की जा रही है। सिडकुल में कार्यरत समस्त अधिकारियों/कर्मचारियों को आदेशित किया जाता है प्रत्येक कार्य दिवस में वे कार्यालय में उपस्थित होते समय सुबह 10:00 बजे एवं कार्यालय छोड़ते समय सांय 5:00 बजे में सूचना अवश्य दर्ज करायें, अन्यथा इसके बिना वेतन आहरित किया जाना सम्भव नहीं होगा। जो अधिकारी/कर्मचारी दिन में लंच में बाहर जाते हैं वे लंच में जाने व वापस कार्यालय में आने की सूचना भी Biometric Reader Attendance Machine में दर्ज करायेंगे।

किसी कार्य दिवस में सरकारी कार्य से यात्रा में जाने से पूर्व सक्षम अधिकारी से स्वीकृति लिया जाना आवश्यक है। उक्त आदेश का कडाई से पालन किया जायेगा।

—ह0—

(एस0 रामास्वामी)  
प्रबन्ध निदेशक।

## प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु:-

1. महाप्रबन्धक/वित्त नियंत्रक।
2. समस्त उपमहाप्रबन्धक/सहायक महाप्रबन्धक/आर्कीटैक्ट प्लानर।
3. समस्त कर्मचारी।
4. क्षेत्रीय प्रबन्धक, हरिद्वार पन्तनगर एवं सितारगंज को इस इशय कसे कि सम्बन्धित औद्योगिक आस्थान से सम्बन्धित समस्त अधिकार व कर्मचारियों को उक्त आदेश का पालन करना सुनिश्चित करेंगे।
5. प्रशासनिक अनुभाग को इस आशय से कि वे Biometric Reader Attendance Machine के अनुसार उपस्थिति प्रमाणित कर सम्बन्धित अधिकारी/कर्मचारी का वेतन आहरित करने हेतु लेखा विभाग को अग्रसारित करेंगे।

—ह0—

(एस0 रामास्वामी)  
प्रबन्ध निदेशक।



**STATE INFRASTRUCTURE AND INDUSTRIAL  
DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.**

2-New Cantt. Road, DehraDun – 248001

Phone – 0135-2743292, 2708100 Fax-0135-2708109

Website: [www.sidcul.com](http://www.sidcul.com)

Ref: 3833 /MD/SIDCUL/2011

Dated: 11 Jan, 2011

**OFFICE ORDER**

Shri Ashwini Kumar, Senior Computer Operator will look after the works of video conferencing including receipt of equipments] installation and commissioning. Work is to be carried out by BSNL at different SIDCUL Office locations i.e Dehradun, Haridwar, Pnatnagar, Kotdwar and Siraganj. He will maintain all records and coordinate the different activities for smooth functioning of the system. He will report to DGM (P&A).

This order will come in force with immediate effect.

**-Sd-**

Managing Director

Cc: to following for information & necessary action.

- 1- Sh. Ashwini Kumar, Senior Computer Operator.
- 2- DGM (P&A), SIDCUL.
- 3- All officers SIDCUL/SIDA.
- 4- Administration Section.

**-Sd-**

Managing Director



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

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Website: [www.sidcul.com](http://www.sidcul.com)

पत्रांक 56/प्र0नि0/सिडकुल/2010

दिनांक: 10 जनवरी/2011

## कार्यालय आदेश

एल्लिको सिडकुल, सितारगंज के बीच के सम्पर्क मार्ग, जिसका सार्वजनिक लोक निर्माण विभाग द्वारा निक्षेप कार्य के अन्तर्गत निर्माण किया जा रहा है/ किया जाना है, का निरीक्षण अनुश्रवण एवं भुगतान इत्यादि सम्बन्धित कार्य श्री जे0बी0सिंह, उपमहाप्रबन्धक, तकनीकी द्वारा सम्पादित किये जायेंगे।

उक्त आदेश तत्काल प्रभाव से लागू होगा।

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प्रबन्ध निदेशक।

**प्रतिलिपि:** निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

- 1- श्री जे0बी0सिंह उपमहाप्रबन्धक, सिडकुल देहरादून।
- 2- महाप्रबन्धक /वित्त नियंत्रक, सिडकुल देहरादून।
- 3- समस्त उपमहाप्रबन्धक/सहायक महाप्रबन्धक, सिडकुल देहरादून।
- 4- क्षेत्रीय प्रबन्धक/रेजीडेन्ट अभियन्ता, सितारगंज, सिडकुल।

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प्रबन्ध निदेशक।



# STATE INFRASTRUCTURE & INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2-New Cantt Road, Dehradun – 248001

Phone - 0135-2708100, 2743292, 2743297

Ref. No. 3705/DGM (P&A)/SIDCUL/11

Date 01 January, 2011

## OFFICE CIRCULAR

I have been directed to inform to all concerned that Shri Naresh Koranga, AGM (Admin.) will look after the work related with IIE Pantnagar (post allotment & legal) with immediate effect till further order, in addition to the work, being looked after by him.

The above order is being issued with the approval of Competent Authority.

-Sd-

S.K. Sharma  
Dy. General Manager (Admin.)

C.C. to following for information and necessary action.

1. PA to MD for information of MD
2. Shri Naresh Koranga AGM: will take over the charge from Shri Yogesh Pandey.
3. Shri Yogesh Pandey AGM: will hand over the charge of IIE Pantnagar (post allotment & legal) to Shri Naresh Koranga.
4. GM / FC / Shri Gairola DGM (T)/ RM Pantnagar.
5. Admin. Department.

-Sd-

(S.K. Sharma)



**STATE INFRASTRUCTURE & INDUSTRIAL  
DEVELOPMENT  
CORPORATION OF UTTARAKHAND LTD.**

2-New Cantt Road, Dehradun – 248001

Phone - 0135-2708100, 2743292, 2743297

पत्रांक 3671उ0म0प्र0 / सिडकुल / 2010

दिनांक 29 दिसम्बर, 2010

**कार्यालय ज्ञाप**

मुझे यह कहने का निर्देश हुआ है कि उपनल के माध्यम से संविदा पर कार्यरत समस्त तृतीय श्रेणी व चतुर्थ श्रेणी के कर्मचारियों को सिडकुल प्रबन्धन द्वारा मकान किराया भत्ता के सापेक्ष कमशः रू0 15,00/- (रू0 एक हजार पांच सौ मात्र) एवं रू0 1,000/- (रू0 एक हजार मात्र) प्रति माह की प्रतिपूर्ति वास्तविक बिल के सापेक्ष दिनांक 01.01.2011 से दिये जाने की स्वीकृति प्रदान की है।

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(एस0के0 शर्मा)

उप— महाप्रबन्धक ( प्रशासन)

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

1. समस्त सम्बन्धित कर्मचारी।
2. वित्त नियंत्रक, सिडकुल, देहरादून।
3. प्रशासनिक विभाग।

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(एस0के0 शर्मा)



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०  
2 – न्यू कैन्ट रोड देहरादून।  
फोन – 0135 – 2708100, 2743292, 2743297  
फैक्स – 0135 2708109 वेबसाइट :- [www.sidcul.com](http://www.sidcul.com)

Ref. No. 3346 /MD/SIDCUL/11

Date: 09Dec. 2010

**OFFICE ORDER**

I, S.Ramaswamy, I.A.S, Managing Director, State Infrastructure & Industrial Development Corporation of Uttarakhand Ltd. (SIDCUL), Dehradun hereby delegate the powers to Sh. H.R. Nautiyal, Regional Manager, SIDCUL Haridwar to Sign and execute the Lease Deed of the Industrial Plot at IIE-Haridwar for and on behalf of SIDCUL.

-Sd-

**Managing Director**

Copy to :- for information and necessary action.

1. District Magistrate, Haridwar
7. Addl. District Magistrate (F) Haridwar
8. Sub Registrar, Haridwar
9. Sh. H.R. Nautiyal, RM, SIDCUL
10. Finance Controller, SIDCUL, Dehradun
11. Sh. S.K. Sharma, GM (P&A) SIDCUL, Dehradun

-Sd-

**Managing Director**

## कार्यालय आदेश

प्रबन्धन द्वारा मुझे यह कहने का निर्देश हुआ है कि प्रशासनिक कारणों से श्री एच0सी0 हटवाल, क्षेत्रीय प्रबन्धक, सिडकुल हरिद्वार को सिडकुल मुख्यालय देहरादून से अविलम्ब सम्बद्ध किया जाता है एवं श्री एच0 आर0 नौटियाल सहायक महा – प्रबन्धक सिडकुल मुख्यालय देहरादून को क्षेत्रीय प्रबन्धक सिडकुल हरिद्वार के पद पर स्थान्तरित किया जाता है।

उक्त आदेश तत्काल प्रभाव से लागू होगा।

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(एस0के0 शर्मा)

उप-महाप्रबन्धक (प्रशासन)

प्रतिलिपि – निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु

1. श्री एच0 सी0 हटवाल क्षेत्रीय प्रबन्धक, सिडकुल हरिद्वार।
2. श्री एच0 आर0 नौटियाल सहायक महा-प्रबन्धक, सिडकुल देहरादून।
3. निजी सचिव, प्रबन्धक निदेशक को प्रबन्धक निदेशक महोदय के सूचनार्थ प्रेषित।
4. वित्त नियंत्रक / महा प्रबन्धक सिडकुल।
5. समस्त अधिकारी मुख्यालय सिडकुल।
6. प्रशासनिक अनुभाग, सिडकुल।

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(एस0के0 शर्मा)

उप-महाप्रबन्धक (प्रशासन)



**STATE INFRASTRUCTURE AND INDUSTRIAL  
DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.**

2-New Cantt. Road, DehraDun – 248001

Phone – 0135-2743292, 2708100 Fax-0135-2708109

Website: [www.sidcul.com](http://www.sidcul.com)

पत्रांक 46/प्र0नि0/सिडकुल/2010

दिनांक: 01 नवम्बर/2010

कार्यालय आदेश

कार्यालय आदेश संख्या 043/सिडकुल/प्र0नि0/2009 दिनांक अगस्त,2009 जिसके द्वारा 10,000 वर्ग मीटर से अधिक मानचित्र प्रबन्ध निदेशक/मुख्य कार्यकारी अधिकारी की हैसियत से स्वीकृत किये जाने हेतु श्री एस0पी0 त्रिपाठी, महाप्रबन्धक को अधिकृत किया था, को तत्काल प्रभाव से निरस्त किया जाता है।

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प्रबन्ध निदेशक।

**प्रतिलिपि:**

- 1— महाप्रबन्धक/वित्त नियंत्रक, सिडकुल ।
- 2—श्री आशीष गुजराल, आर्किटेक्ट प्लानर, देहरादून।
- 3—श्री वाई.एस. पुण्डीर, आर्किटेक्ट प्लानर, पंतनगर।
- 4—क्षेत्रीय प्रबन्धक, हरिद्वार/पंतनगर, सिडकुल।

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प्रबन्ध निदेशक।





**STATE INFRASTRUCTURE AND INDUSTRIAL  
DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.**

2-New Cantt. Road, DehraDun – 248001

Phone – 0135-2743292, 2708100 Fax-0135-2708109

Website: [www.sidcul.com](http://www.sidcul.com)

Ref: 47/MD-Camp/SIDCUL/10

Dated: 01 Nov, 2010

**OFFICE ORDER**

All concerned officials are hereby directed to comply the work distribution as communicated vide office order no. 45/MD/SIDCUL/2010 positively by 01-11-2010. Related files and details of the assigned projects will be also be handed over to the officer concerned by aforesaid date and will submit a copy of handing over/taking over of files status report to undersigned by 2-11-2010.

**-Sd-**

Managing Director

Copy to:

- 1- All concerned officers.
- 2- Admin Deptt.

**-Sd-**

Managing Director



Ref. No. 037/MD/SIDCUL/10

Dated: 18/Aug, 2010

**OFFICE ORDER**

In partial modification of the order no. 10774/MD/SIDCUL/08 dated 10th March, 2008, the revised work allocation amongst the officers of SIDCUL, is as follows:-

**1. Sh. S.P. Tripathi, General Manager**

- Transfer of Assets from UPSIDC. DGM(P&A) shall assist
- Framing of policy for industrial development in hill areas.
- Review pricing policy of industrial estates in Uttarakhand like Kotdwar etc. CS shall assist.
- Member evaluation committee for all IIE's/IE's.
- Appellant Authority RTI, SIDCUL.
- Other works incidental and ancillary to these.

**2. Sh. B.C Tiwari, Finance Controller**

- Incharge finance and accounts deptt.
- Member evaluation committee for IIE Haridwar, IIE Pantnagar and IT Park, Dehradun.
- Post allotment of IIE Haridwar, IIE Pantnagar, ESIPL Sitarganj, Chafi and IT Park / Cyber Tower. AGM shall assist.
- Other works incidental and ancillary to these.

**3. Sh. S.K. Sharma, Dy. General Manager (Proj.& Admin)**

- Incharge of Personnel & Administration
- Liaison with the state Govt/sectt. & Nodal officer for assembly
- Infrastructure work of electrical for all IIE's
- Kashipur & Jaspur spinning mill related all work. To assist GM, in transfer of assets from UPSIDC
- PIO (HQ), RTI, SIDCUL.
- Member evaluation committee for all IIE's/IE's
- New allotments of all IIE's (Link officer for Industrial Land Allotment Committee).
- Other works incidental and ancillary to these.

#### **4. Sh. A.R. Gairola, DGM (Tech.)**

- Work pertaining to civil infrastructure of following IE/IIE
  - a) IIE Pantnagar
  - b) Escort Farm, Kashipur
  - c) Pharmacity, Selaqui
  - d) Growth Centre, Kotdwar
  - e) Urban Haat
- All legal/arbitration matters related to civil infrastructure work of above IE/IIE in consultation with LA.
- Other works incidental and ancillary to these.

#### **5. Sh. N.K. Pant, DGM (Tech)**

- Work pertaining to civil infrastructure of following IE/IIE
  - a) IIE Haridwar
  - b) ELDECO Sitarganj
  - c) IIE Sitarganj
  - d) IT Park/IT SEZ
  - e) Cyber Tower
  - f) Chaffi
- All legal/arbitration matters related to civil infrastructure work of above IE/IIE in consultation with LA
- Will look after the work pertaining to Khasra notification and implementation of GOI Concessional Package.
- Other works incidental and ancillary to these.

#### **6. Sh. R.B. Singh, Company Sectary**

- All secretarial & Co. affair work
- PIO (all IE's), RTI, SIDCUL.
- Member evolution committee for all IIE's /IE
- Will be the Nodal officer for post allotment of Pharmacity & Kotdwar
- Will look after legal case related with Kotdwar & Pharma City in consultation with LA.
- Other works incidental and ancillary to these.

**7. Sh. Naresh Kr. Koranga, AGM**

- To assist DGM(P&A) in Personnel & Admin Deptt.
- Will be the Nodal officer for post allotment changes for Pantnagar/Haridwar / IT Park and process the files through FC.
- Will look after legal cases related with above IIE/IE in consultation with FC & LA.
- Other works incidental and ancillary to these.

**8. Sh. N.C. Pant, RM**

- Will be responsible for the works related to IIE, Pantnagar as RM
- Will liaison with various Govt. departments, Industrial Association and the local bodies.
- Will attend all the meeting convened at various levels.
- Litigation matter pertaining to IIE- Pantnagar in association with AGM & LA
- Will ensure implementation of GO for 70% employment of permanent residees for Uttarakhand in different industries located at IIE-Pantnagar.
- Other works incidental and ancillary to these.

**9. Sh. H.C. Hatwal, RM**

- Will be responsible for the works related to IIE, Haridwar & Kotdwar as RM
- Will liaison with various Govt. departments, Industrial Association and the local bodies.
- Will attend all the meeting convened at various levels.
- Litigation matter pertaining to IIE- Haridwar in association with AGM & LA
- Will ensure implementation of GO for 70% employment of permanent residees for Uttarakhand in different industries located at IIE-Haridwar
- Other works incidental and ancillary to these.

#### 10. **Sh. G.P. Durgapal, RM**

- Will be responsible for the works related to IIE, Sitarganj as RM
- Will liaison with various Govt. depart, Industrial Association and the local bodies.
- Will attend all the meeting convened at various levels.
- Litigation matter pertaining to IIE- Sitarganj in association with AGM & LA
- Will ensure implementation of GO for 70% employment of permanent residees for Uttarakhand in different industries located at IIE- Sitarganj.
- Other works incidental and ancillary to these.

(i) General Manager, Finance Controller, Dy. General Managers and Company Secretary will report to MD.

(ii) MD will be the chairman for all evaluation committee.

(iii) All RM will report to FC through AGM.

The aforesaid order supersedes all previous order in this regard and shall come into effect immediately. It is also to be amply clarified that the undersigned may at his discretion assign further work to any officer in addition to what has been outlined above, if the situation so demands.

**-Sd-**  
**(S.Ramaswamy)**  
**Managing Director**

**C.C.**

1. Concerned officers for compliance and information.
2. Administration Department for records.

**-Sd-**  
**(S.Ramaswamy)**  
**Managing Director**



उत्तराखण्ड राज्य अवस्थापना एवं औद्योगिक विकास निगम लि०  
2 - न्यू कैंट रोड देहरादून।  
फोन - 0135 - 2708100, 2743292, 2743297  
फैक्स - 0135 2708109 वेबसाइट :- [www.sidcul.com](http://www.sidcul.com)

पत्र संख्या:-17752/प्र०नि०/सिडकुल/2009,

दिनांक:- 31 जुलाई 2009

### कार्यालय आदेश

मुख्य सचिव, उत्तराखण्ड शासन के पत्र संख्या-478/XXXI (13)G/2009, दिनांक-30.06.09 जो कार्यालय में समय से उपस्थिति के सम्बन्ध में है, की एक प्रति क्षेत्र भ्रमण रजिस्टर के साथ आपको सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित की जा रही है। उपरोक्त रजिस्टर कभी भी आवश्यकता पड़ने पर अधोहस्ताक्षरी के निरीक्षण हेतु प्रस्तुत किया जायेगा।

-ह०-

प्रबन्ध निदेशक

**प्रतिलिपि:-** निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

1. महाप्रबन्धक, सिडकुल।
2. वित्त नियंत्रक, सिडकुल।
3. श्री एस०के० शर्मा, उपमहाप्रबन्धक (परियोजना एवं प्रशासन), सिडकुल।
4. श्री ए०आर० गैरोला, उपमहाप्रबन्धक (तकनीकी), सिडकुल।
5. श्री एन०के० पन्त, उपमहाप्रबन्धक(तकनीकी), सिडकुल।
6. श्री आर०बी० सिंह, कम्पनी सचिव, सिडकुल।
7. श्री आशीष गुजराल, आर्किटेक्ट प्लानर, सीडा।
8. श्री एन०के० कोरंगा, सहायक महाप्रबन्धक, सिडकुल।
9. श्री संजय शर्मा, सहायक आर्किटेक्ट, सीडा।
10. श्री वी०के० जैन, विधि परामर्शी, सिडकुल।
11. श्री बी०आर० चौहान, सलाहकार, हॉर्टिकल्चर, सिडकुल।
12. कु० राखी, सहायक प्रबन्धक (एच०आर०), सिडकुल।

-ह०-

प्रबन्ध निदेशक



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2-New Cantt. Road, DehraDun – 248001

Phone – 0135-2743292, 2708100 Fax-0135-2708109

Website: [www.sidcul.com](http://www.sidcul.com)

पत्र संख्या 13554 / उ0म0प्र0 / सिडकुल / 2008

दिनांक: 09 सितम्बर / 2008

## कार्यालय ज्ञाप

मुझे यह कहने के निर्देश हुआ है कि श्री आर0बी सिंह, कम्पनी सचिव सिडकुल के संयुक्त उपक्रमों के निदेशक मण्डल की बैठकों में सिडकुल के नामित सदस्यों के अतिरिक्त विशेष आमंत्रित सदस्य के रूप में भाग लेंगे तथा सम्बन्धित संयुक्त उपक्रमों की बोर्ड बैठकों से पूर्व ऐजेण्डों में उल्लेखित बिन्दुओं की विस्तृत समीक्षा करते हुए निदेशक मण्डल में सिडकुल के नामित सदस्यों को बोर्ड बैठकों से पूर्व बिन्दुओं से अवगत कराना सुनिश्चित करेंगे।

### प्रतिलिपि:-

1. महाप्रबन्धक/उप-महाप्रबन्धक/कम्पनी सचिव, सिडकुल को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।
2. वैयक्तिक सहायक प्रबन्ध निदेशक को प्रबन्ध निदेशक महोदय के सूचनार्थ प्रेषित।
3. प्रशासनिक अनुभाग को इस आशय के साथ कि उक्त आदेश को सम्बन्धित पत्रावली में संलग्न करना सुनिश्चित करें।

भवदीय,

—ह0—

(एस0के0 शर्मा)

उप-महाप्रबन्धक



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Fax - 0135-2708109 Website:- [www.sidcul.com](http://www.sidcul.com)

No. 12913/M.D./SIDCUL/08

Date: 25 July, 2008

**OFFICE ORDER**

I, Kunal Sharma, IAS, Managing Director, State Infrastructure & Industrial Development Corporation of Uttarakhand Limited (SIDCUL), Dehradun hereby delegate the powers to Sh. A.R. Gairola, DGM SIDCUL, Dehradun to sign and execute the Lease Deed of the Industrial plots Pharma City, Selaqui for an on behalf of SIDCUL.

-Sd-

Managing Director

Copy to following for information and necessary action:-

1. District Magistrate, Dehradun.
2. Addl. Dist. Magistrate (F), Dehradun
3. Sub-Registrar Vikas Nagar.
4. Sh. A.R. Gairola, DGM, SIDCUL, Dehradun
5. Sh. S.K. Sharma, DGM (P&A), SIDCUL, Dehradun

-Sd-

Managing Director





Ref no. 10774/MD/SIDCUL/08

dated 10-3-2008

**OFFICE ORDER**

Consequent upon relieving of Sh. Atul Jain, DGM (Tech) and Shri S.K. Parida, DGM (F) & and in the partial modification of order no. 8263/MD/Camp/SIDCUL dated 20<sup>th</sup> September 2007, following work allocation is hereby done amongst the officers of SIDCUL.

| S.No. | Name of Officer   | Designation                        | Details of Responsibilities   |
|-------|-------------------|------------------------------------|---|
| 1.    | Sh. S.P. Tripathi | General Manager                    | <ul style="list-style-type: none"><li>• Incharge of all matters pertaining to SIDCUL</li></ul>  |
| 2.    | Sh. B.C. Tiwari   | Finance Controller                 | <ul style="list-style-type: none"><li>• Incharge of Finance and account department</li></ul>  |
| 3.    | Sh. S.K. Sharma   | Dy. General Manager (Proj. & Admn) | <ul style="list-style-type: none"><li>• Incharge of Personnel &amp; Administration Department</li><li>• Liasion with the State Government/ Secretariat and Nodal Officer for Assembly questions.</li><li>• Will look after works pertaining to Kashipur and Jaspur Spinning mills &amp; Transfer of Assets from Govt. of U.P.</li><li>• Will look after the work pertaining electrical Infrastructure of all SIDCUL Industrial Estates.</li></ul> |
| 4.    | Sh. A.R. Gairola  | DGM (Tech.)                        | Will look after work pertaining to Civil Infrastructure development of :- <ul style="list-style-type: none"><li>• IIE- Pantnagar</li><li>• Urban Haat</li><li>• Pharma City, Selaqui</li><li>• Sigaddi Growth Centre, Kotdwar</li><li>• Escorts Farm Kashipur</li></ul>   |

|    |                    |                |   |
|----|--------------------|----------------|---|
| 5. | Sh. N.K. Pant      | DGM<br>(Tech.) | <p>Will look after the work pertaining to Civil Infrastructure development of:-</p> <ul style="list-style-type: none"> <li>• IIE- Haridwar</li> <li>• Eldeco SIDCUL Industrial Park and IIE Sitarganj (notified and non notified)</li> <li>• Chaffi Project</li> <li>• IT SEZ</li> <li>• IT Park</li> <li>• Cyber Tower</li> <li>• Will look after the work pertaining to Khasra Notification &amp; implementation of GOI concessional Package.</li> </ul>                      |
| 6. | Sh. Sushil Sharma  | AGM            | <ul style="list-style-type: none"> <li>• Will be the Nodal Officer for the allotment of land and post allotment changes for various Industries located at IIE-Pantnagar &amp; Growth Centre, Kotdwar.</li> <li>• Will look after all legal matters in different courts related to above Industrial Estates</li> <li>• Will process the file related with above IIE's through DGM (Gairola)</li> <li>• Work pertaining to Khasra Nos. &amp; GoI concessional Package.</li> </ul> |
| 7. | Sh. Naresh Koranga | AGM            | <ul style="list-style-type: none"> <li>• Will assist DGM (P&amp;A ) in personal &amp; Administration department</li> <li>• Will be the Nodal Officer for the allotment of land and post allotment changes for various Industrial located in IIE-Haridwar, Pharma City, Selaqui &amp; IT Park</li> <li>• Will look after all legal matters in different courts related to above Industrial Estate.</li> <li>• Will process the files through concerning DGM.</li> </ul>          |
| 8. | Sh. N.C. Pant      | RM             | <ul style="list-style-type: none"> <li>• Will look after the work of IIE- Pantnagar as Regional Manager</li> <li>• Will liasion with various Govt. department, Industrial association and the local bodies. .</li> <li>• Will attend all the meeting convened at various levels.</li> <li>• Litigation matter pertaining to IIE- Pantnagar in association with AGM (Sushil Sharma)</li> </ul>   |

|     |                 |    |  |
|-----|-----------------|----|--|
| 9.  | G.P. Durgapal   | RM | <ul style="list-style-type: none"> <li>• Will look after the work of IIE Sitarganj, ESIP, Chaffi Project and Escort Farm Kashipur as RM.</li> <li>• Will liaison with various Govt. deptt. Industrial association and other local bodies.</li> <li>• Will attend all the meeting convened a various level.</li> <li>• Litigation matter pertaining to above Industrial Estates in consultation with concerning DGM/s.</li> <li>• Will ensure implementation of GO for 70% employment of permanent resides of Uttarakhand in different industries located at above Industrial Estates.</li> </ul> |
| 10. | Sh. H.C. Hatwal | RM | <ul style="list-style-type: none"> <li>• Will look after the work of IIE- Haridwar at Regional Manager.</li> <li>• Will liaison with various Govt. department Industrial association and the local bodies.</li> <li>• Will attend all the meeting convened a various levels.</li> <li>• Litigation matter pertaining to IIE-Haridwar in association with AGM (Naresh Koranga)</li> <li>• Will ensure implementation of GO for 70% employment of permanent residence of Uttarakhand in different industries located at IIE- Haridwar</li> </ul>   |

- Note:-**
1. All RM will report to concerned DGM in association with Nodal Officer.
  2. All DGM will report to MD.
  3. Evaluation committee for different IIE's pertaining to allotment & post allotment matter will be as follows and committee will submit recommendation to MD for consideration.

- |   |                   |
|---|-------------------|
| (A) General Manager                       | -Member           |
| (B) Finance Controller/ Company Secretary | -Member           |
| (C) DGM (P & A)                           | -Member           |
| (D) Concerning DGM (T)                    | -Member           |
| (E) Concerning Nodal Officer (AGM)        | -Member Secretary |

This order will come into force with immediate effect.

-Sd-  
Managing Director

**Copy to :-**

1. General Manager, SIDCUL.
2. Finance Controller, SIDCUL .
3. All DGM's/ AGM/ RM's, SIDCUL
4. All concerned Officer's/ Officials, SIDCUL.
5. Admin. Department for personal files of concerned officials.

-Sd-  
Managing Director



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

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Fax - 0135-2708109

Website:- www.sidcul.com

No. 10775/ M.D./SIDCUL/ 2008

Dated: 10 March, 2008

## OFFICE ORDER

In partial modification of office order no. 8267/MD/SIDCUL/2007 dated 20.09.2007, the following officers are appointed as PIO of SIDCUL with immediate effect:-

|    |  |   |
|----|--|---|
| 1. | Sh. S.K. Sharma                                  | All the matters pertaining to Head Office, Kashipur and Jaspur Spinning Mill, electrical infrastructure of all IIE's & transfer of assets from U.P. |
| 2. | Sh. N.K. Pant<br>Dy. General Manager (Tech.)     | All the matters pertaining to I.I.E, Haridwar, Sitarganj, ESIP, Chaffi Project, Khasra Notification, I.T. Park/I.T., SEZ/Cyber Tower.               |
| 3. | Sh. A.R. Gairola,<br>Dy. General Manager (Tech.) | All the matters pertaining to IIE Pantnagar, Groth Centre, Kotdwar, Escort Farm, Kashipur, Urban Haat and Pharma City, Selaqui.                     |

-Sd-

(Kunal Sharma)  
Managing Director

### Copy to:-

1. General Manager, SIDCUL.
2. All Dy. General Managers/ Asstt. General Manager, SIDCUL.
3. Finance Controller, SIDCUL.
4. All Regional Managers, SIDCUL
5. Admn. Department, SIDCUL.
6. Uttarakhand Information Commission, Sector-1, C-10, Defence Colony, Dehradun-248001

-Sd-

(Kunal Sharma)  
Managing Director



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Website: [www.sidcul.com](http://www.sidcul.com)

Ref. No. 10033 /MD/SIDCUL/08

Dated: 12 Feb, 08

## **OFFICE ORDER**

- 1- In modification to office order no. 5047/SIDCUL/MD/2007, dated 22.01.2007, in case of infrastructure works all the bills for payments will be routed through concerned DGM (Tech) and F.C they will check the bills according to terms and conditions of contracts in their respective fields. Finance Section will also check whether variations, time extension, extra items are approved by Competent Authority and the validities of Bank Guarantees will be checked and recorded on bill. Finally, Finance Controller will send the bills to undersigned duly verified and recommended for payments. The payments will be made after approval of the undersigned. It will be responsibility of technical as well as finance section bring any deviation from contract documents or general policies SIDCUL to the notice of the undersigned.
- 2- All measurements will be recorded in Measurement Book and all payment will be make against the entries in M.B's. Abstract of cost of each bill will be prepared in the separate measurement books ( M.B) giving details in the enclosed Performa. While making payments' finance section will cross the measurements & its abstract by red- ink in the respective M.B's against which payment is being made and references e.g voucher no. & date, cheque number date & amount etc. will be noted by red-ink on the abstract of bills entered in M.B's.
- 3- The security advance shall be given as per agreement only on the materials which is of desired specifications and will be used by contractor in near future in the work under agreement. The full recovery of the advances on material s will be made in next bill.
- 4- While entering measurements, the reference in the M.B's will be given by J.E's in such a way that any other person can locate the work on field and can check them in dependently. If need be, indicative small sketch may be given in M.B's by J.E.

**-Sd-**  
**(Kunal Sharma)**  
Managing Director



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Fax - 0135-2708109 Website:- www.sidcul.com

No. 10366/M.D./SIDCUL/08

Date: 25 Feb, 2008

**OFFICE ORDER**

I, Kunal Sharma, IAS, Managing Director, State Infrastructure & Industrial Development Corporation of Uttarakhand Limited (SIDCUL), Dehradun hereby delegate the powers to Sh. Nikhil Pant, DGM SIDCUL, Dehradun to sign and execute the Lease Deed of the Industrial plots IT Park, Dehradun for an on behalf of SIDCUL.

-Sd-

Managing Director

Copy to following for information and necessary action:-

1. District Magistrate, Dehradun.
2. Addl. Dist. Magistrate (F), Dehradun
3. Sub-Registrar
4. Sh. Nikhil Kr. Pant, DGM, SIDCUL, Dehradun
5. Sh. S.K. Sharma, DGM (P&A), SIDCUL, Dehradun

-Sd-

Managing Director



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Fax - 0135-2708109 Website:- www.sidcul.com

No. 9763/M.D./SIDCUL/08

Date: 24 Jan, 2008

**OFFICE ORDER**

Pursuant to the delegation of the powers to the Managing Director, SIDCUL as per the decision of the Board of Directors of SIDCUL vide Resolution dated 23rd Nov, 2007 pertaining to authorization of the officers as authorized signatories of the company for operation of the accounts of the company with the various banks, I, Kunal Sharma, Managing Director, SIDCUL hereby make the following additions/deletions in the name of authorized signatories for the above purpose with immediate effect:-

1. Sh. S.K. Sharma, DGM(P&A) is hereby authorized to sign the cheques and other instruments of the company.

-Sd-

Managing Director

Copy to following for information and necessary action:-

1. General Manager, SIDCUL
2. Sh. B.C. Tiwari, Finance Controller, SIDCUL.
3. Sh. S.K. Sharma, DGM (P&A), SIDCUL, Dehradun
4. Administration Dept. for personnel files of the concerned officers.

-Sd-

Managing Director





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No. 9259/MD/SIDCUL/2007

Date: 10 Dec, 2007

## **Office Order**

I authorize Finance Controller to approve the payments on account of Earnest Money Deposited and other payments of routine nature e.g. salary & wages, water, electricity, rent, TDS, WCT/Sales-Tax, FBT, Service Tax as per policy/rules of corporation.

In case of advertisements, Finance Controller is authorized to approve the payment against advertisement bills, after confirming the administrative approval from MD.

This order will come to effect immediately.

**-Sd-**

**Managing Director**

**Copy to:**

1. General Manager, SIDCUL
2. Finance Controller, SIDCUL
3. All DGM's, SIDCUL
4. All AGM's, SIDCUL

**-Sd-**

**Managing Director**



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2, New Cantt Road, Dehradun-24001

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Fax - 0135-2708109

Website:- www.sidcul.com

Ref: 7005/M.D. Camp/SIDCUL/2007

dated:15June, 2007

## OFFICE ORDER

In view of the heavy pendency for approval of building plant at IIE Pantnagar and Sitarganj, Shri Y.S. Pundir, Architect is hereby attached as an Architect Planner at IIE, Pantnagar and he will stay three days a week i.e. from Monday to Wednesday at IIE Pantnagar for speedy disposal of the pending matters relating to SIDA.

This order comes into force with immediate effect and will remain effective till further orders.

-Sd-

(Sanjay Kumar)

Managing Director.

### C.C.

1. Shri S.P. Tripathi, General Manager.
2. Shri Ashish Gujral, Architect Planner, SIDA
3. Shri Naresh Koranga, Asstt. General Manager, SIDCUL
4. Sh. D.P. Sharma, Architect, Advisor.
5. All officers concerned, SIDCUL.
6. Master File, Administration Deptt.

-Sd-

(Sanjay Kumar)

Managing Director.



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Ref: 6287/GM/SIDCUL/2007

dated: 15 May, 2007

To,

Shri N.K. Koranga,  
AGM & Officer I/C  
IIE SIDCUL  
Pant Nagar.

Sub:- Evaluation Committee

The undersigned has been appointed as Chairman of the Evaluation Committee for all the Industrial Estates of SIDCUL vide officer order no. 6237/SIDCUL/MD/2007 dated 10 May, 2007

2. In view of the above, you are hereby authorized to act as Member Secretary for the Evaluation Committee for the matters pertaining to IIE SIDCUL, Pant Nagar with immediate effect.

-Sd-

(S.P. Tripathi)  
General Manager

CC

1. JMD, IIE SIDCUL , Pant Nagar
- 2.DGM (Tech), SIDCUL, Dehradun
- 3.DGM (Project), SIDCUL, Dehradun
- 4.DGM (Finance & Admin)

-Sd-

(S.P. Tripathi)  
General Manager



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Website:- www.sidcul.com

Ref: SIDCUL/M.D./2007

dated: 03 May, 2007

## OFFICE ORDER

In suppression of previous office order no. 5079 dated 25-01-2007, Evaluation Committee for processing of allotment/ re-constitution/ change of project/addition of project be and is hereby reconstituted as hereunder:

1. Officer Concerned of IIE/IIDC : Member Secretary
2. Sh. S.K. Parida, Company Secretary : Member
3. Sh. Atul Jain, DGM (Tech.) : Member

This committee shall deal with the matters of IIE-Haridwar, IIE- Pantnagar, Pharma City, Selaqui, Growth Centre, Kotdwar & IT Park, Dehradun. The committee shall submit its recommendation to the Managing Director for final approval.

This order shall come in to force with immediate effect.

-Sd-

( Dr. S.S. Sandhu )  
Managing Director

Copy to: 1. All G.M/D.G.M./ concerning officer.

2. Company Secretary

-Sd-

(Dr. S.S. Sandhu)  
Managing Director



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

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Fax - 0135-2708109 Website:- www.sidcul.com

Ref: 5069/M.D./SIDCUL/2007

dated: 25 January, 2007

## OFFICE ORDER

Due to resignation of Sh. Rakshit Jain, GM (F), Sh. S.K. Parida, DGM (F) & Company Secretary is hereby authorized to perform the duties and exercise the powers of GM (F).

This order will come to effect immediately.

-Sd-  
Dr. S.S. Sandhu  
Managing Director

CC:- Chairman - for information please  
JMD, Pantnagar  
JMD, Haridwar  
All concerned Officers  
Master file, Administration Deptt.



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

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Fax - 0135-2708109 Website:- www.sidcul.com

No. 1203/M.D./SIDCUL/SIDA/2006

dated:17 March, 2006

## OFFICE CIRCULAR

This is further to the order No. 6095/MD/SIDCUL dated 22 June, 2005

Given the pressure for quick and effective scrutiny of Building Plans and given the work pressure in Pantnagar/Sitarganj, Mr. D.P. Sharma, Architect Advisor is authorized to sign building plants for all maps involving land area  $\leq 10,000$  sq mts.

All maps involving land are of 10,000 sq mts. and above shall be issued only after approval of the undersigned. This will apply specifically to industrial units and manufacturing facilities. Procedure for sanctioning & passages of maps regarding commercial group housing and other facilities will be laid down separately.

AEP Division is expected to transfer all files relating to Kumaon to be stored in Pantnagar office.

SIDA A/c may also be opened in Pantnagar, so that Financial NOCs can be obtained over e.mail/electronically.

-Sd-  
(Alok Kumar)  
Managing Director

Copy to :-

1. All GMs & DGMs.
2. Mr. Ashish Gujral, (Architect Planner), AEP Division for compliance.
3. All Advisors
4. R.M. (Haridwar & Pantnagar)

-Sd-  
(Alok Kumar)  
Managing Director



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No. 9089/M.D./SIDCUL, 2005

Date: 26 September, 2005

**OFFICE ORDER**

**Subject: Delegation of Powers**

It is hereby proposed that following powers be delegated to Mr. S.P. Tripathi G.M. (Business Development) in charge Pantnagar and Mr. Ashish Sharma, D.G.M. Haridwar.

In sending the lease documents to bank, so far these documents approval is accorded at the level of the undersigned. I see no reason to as to why these powers cannot be delegated, but the officers concerned will ensure the following while sending the lease documents to the bank:-

1. To ensure that the NOC has been obtained from the Pollution Control Board.
2. No dues are outstanding against the said Company in the Finance Department (Contact person Mr. S.K. Parida).
3. An assurance letter is received from the bank/financial institutions to make payment of the balance amount along with the interest.
4. No violation of GDCR have been flagged in respect of companies by SIDA (Contact person Mr. Ashish Gujral, Architect Planer).
5. **Reconstitution:**  
The issues of Reconstitution for allotments made prior to 24<sup>th</sup> May, 2005 may be decided by the officer concerned falling under Clause No. (1)(a)(b), C(i)(ii) & (II) (a) of the

Reconstitution policy (enclosed). In all other cases of Reconstitution, it may mandatory be referred for the opinion of the Company Secretary Mr. S.K. Parida & decided accordingly by the officers concerned.

In case where relaxation on any these criteria as considered expedient, the concerned officers may seek may approval through e-mail or through formal letter.

-SD-  
Managing Director

**C.C:-**

1. All GM, DGMs & AGMs
2. Regional Manager, SIDCUL, Pantnagar & Haridwar.

-SD-  
Managing Director





**STATE INFRASTRUCTURE INDUSTRIAL DEVELOPMENT  
CORPORATION OF UTTARAKHAND LTD.**  
2-New Cantt. Road, DehraDun - 248001  
Phone - 0135-2743292, 2743297, 2743838, 2743837  
Fax - 0135-2708109 Website:- [www.sidcul.com](http://www.sidcul.com)

Ref. No. 6095/MD/SIDCUL/GM/05

Dated: 22 June, 2005

**Office Order**

Building Plans are being submitted by various industries who are setting up manufacturing units in IIE Haridwar Pantnagar and other industrial areas being developed by SIDCUL. The AEP division has been set up to examine the maps as per GDCR 2004 (as amended from time to time).

I hereby authorize Mr. Ashish Gujral (Architect Planner) to sign on building plans if they are found to be in compliance with the provisions of GDCR.

All maps involving land area of 10,000 sq.mtrs and above shall be issued only after approval of the undersigned. This will apply specifically to industrial units and manufacturing facilities. Procedure for sanctioning & passage of maps regarding commercial group housing and other facilities will be laid down separately.

-Sd-  
Managing Director

C.C.

1. All GMs & DGMs
2. Mr. Ashish Gujral (Architect Planner), AEP division for compliance
3. All Advisors
4. RM (Haridwar & Pantnagar).

-Sd-  
Managing Director



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2, New Cantt Road, Dehradun-24001

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Fax - 0135-2708109

Website:- www.sidcul.com

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Ref: 4919/SIDCUL/GM 05

dated:25 May, 2005

## OFFICE CIRCULAR

It has been decided that hereafter all the payments will be routed through DGM (Finance) Hence all the concerned officials/ departments are requested to send the payment requests along with the supporting documents directly to DGM (Finance).

Thanking you,

-Sd-

**RAKSHIT JAIN**

**GM (Finance)**

25.05.2005

Dehradun

**C.C.**

**PS to Managing Director**

**General Manager (F)**

**General Manager (BD)**

**General Manager (P&A)**

**Dy. General Manager (H)**

**Dy. General Manager (P)**

**Dy. General Manager (Tech.)**

**Regional Manager (H)**

**Regional Manager (Pant Nagar)**



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Ref: 3861 /M.D./SIDCUL/2005-06 Dehradun

dated:19 March, 2005

## CIRCULAR

In order to stream line the procedure for approval of the Building Plan of the Industrial Buildings being constructed in IIE's, developed by SIDCUL, the following procedure shall be adopted:-

1. The Regional Manager will advise to the allottees to submit Building Map at Head Office of SIDCUL along with other documents as per the check list (copy enclosed for ready reference).
2. The Architectural Department of SIDCUL Head Office will check the documents submitted by the parties immediately and advised to the persona who has submitted the documents on the spot itself about the short comings, if any.
3. On receipt of the complete information/documents from the allottees, approval of the Building Map, will be accorded by the Head Office itself.

The circular will come into force with immediate effect.

-Sd-

Managing Director

C.C.

1. All G.M.S. / D.G.M.s at H.O. SIDCUL
2. R.M. Haridwar/Pantnagar.
3. Architectural Department, SIDCUL.
4. P.A. to M.D.

-Sd-

General Manager



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Fax - 0135-2708109 Website:- www.sidcul.com

Ref: 3250/M.D./SIDCUL/2005-06

Dated: 23 Feb, 2005

## OFFICE ORDER

In order to further stream line the process of allotment and better evaluation of applications, it has been decided that henceforth all the allotment shall be made through Allotment Committee. The constitution of the Committee shall be as under:-

- |                                     |   |                              |
|-------------------------------------|---|------------------------------|
| 1. Managing Director                | - | Chairperson of the Committee |
| 2. Nodal Officer of IIE/IIDC        | - | Member Secretary             |
| 3. Representative of Finance Deptt. | - | Member                       |
| 4. Nominee of the M.D.              | - | Member                       |

Sh. S.K. Sharma, Dy. General Manager and Sh. Atul Kr. Jain, General Manager is being nominated by the undersigned for Garhwal Kumaun region respectively for the aforesaid purpose. The Committees meet at least once a week (earlier if required) and submit recommendation to the undersigned.

This order will come into force with immediate effect.

-Sd-  
Managing Director

### C.C.:-

1. All G.M.S/D.G.M.s/C.S.
2. P.A. to M.D.

-Sd-  
Managing Director



# STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT CORPORATION OF UTTARAKHAND LTD.

2, New Cantt Road, Dehradun-24001

Ph- 0135-2743292, 2743297, 2708100

Fax - 0135-2708109

Website:- www.sidcul.com

Ref: 1687/SIDCUL/Admin/2004

dated: 29th September, 2004

## OFFICE ORDER

Consequent upon Mr. Rajeev Chadha joining SIDCUL as General Manager (ID) and the significant expansion in the construction activity, it has become expedient to modify the work allocation issued earlier. Therefore in partial modification of the order 744/SIDCUL/Admin/2004 dated 3rd July, the revised work allocation is as follows:

### 1. Sh. S.P. Tripathi GM, (Business Development)

- Business Development
- Single Window facilitation of entrepreneurs
- Follows up of investment proposals
- Udyog Mitra/State Interest Incentive/Central Investment Subsidy
- Financial Consortium
- SLBC
- Liaisoning with industry associations regarding the new industrial policy and the varying interpretations thereof.
- Urban Haat, Export Promotion council Industrial Clusters project
- Other works incidental and ancillary to these

### 2. Sh. Rakshit Jain, GM(Finance)

- General Financial functions including internal audit (assisted by Sh. Parida)
- Raising Finances for the infrastructure projects under taken by SIDCUL
- Industrial estates at Sitarganj (from project conceptualization upto marketing)
- Power related works at the IIEs/IT Park (in association with the Project Consultants)
- Leveraging funds from the Multilateral/Bilateral agencies
- Overseeing the IT functions and initiative of the corporation
- Drafting of procedures and financial rules for the corporation
- Overseeing the VRS and Divestment of Jaspur & Kashipur Mills
- Other works incidental and ancillary to these

### **3. Sh. Atul Kumar, GM (Personnel & Admin)**

- **Personnel & Administration (assisted by Sh. Naresh Kr. Koranga, AGM)**
- **Transfer of assets from UPSIDC/UPSMDC**
- **IIDC Schemes**
- **Growth Centre, Pauri**
- **ASIDE**
- **Environmental Issues/Liasioning with Uttarakhand Pollution Control Board & Forest and Wildlife Department.**
- **Other works incidental and ancillary to these.**

**Note: Sh. S.K. Sharma, DGM shall assist Mr. Atul Kumar in the works at bullet point 2,3 &4.**

### **4. Sh. Rajeev Chadha, GM(Infrastructure Development)**

- **Concept, Planning and Marketing of IIE Pantnagar**
- **Development and Marketing of IT Park**
- **Land Acquisition cases with the assistance of Mr. Mittal retired Tehsildar.**
- **Liasioning with the various ministries in the Govt. of India**
- **Other works incidental and ancillary to these.**

### **5. Sh.S.K. Sharma, DGM**

- **VRS and divestment of UPSTC mills at Jaspur & Kashipur**
- **Transfer and divisions of assets and liabilities with the Govt. of UP**
- **Managing IIDC, Growth Centre, Scheme**
- **Other works incidental and ancillary to these.**

### **6. Sh. Ashish Sharma, DGM**

- **Marketing of BHEL Haridwar**
- **All works pertaining to post allotment of plots in IIEs and Maintenance of files and records**
- **Development systems and processes with regard to estate management**
- **Private industrial estates**
- **Other works incidental and ancillary to these.**

### **7. Sh. Atul Jain, DGM**

- **Project implementation of IIE BHEL and Pantnagar (with the help of Advisors)**
- **Coordination with the Project Consultant**
- **Tendering for miscellaneous Civil works**
- **Maintenance of Documentation in relation to these.**
- **Other works incidental and ancillary to these.**

**8. Mr. Parida, CS & DGM(Finance)**

- **Secretarial Matters relating to the company**
- **Legal Affairs**
- **Financing and Accounting functions as may be delegated by GM (F)**
- **BIFR cases**
- **Other works incidental and ancillary to these.**

**9. Mr. Naresh Kr. Koranga,AGM**

- **Assist GM (P&A) in Personnel and Administration Matter**
- **Other works incidental and ancillary to these.**

**Sh. Koranga shall report to GM(P&A)**

**The work distribution of other officers shall remain as had been outlined in the order dated 3rd July, 2004 except that Mr. Vipul Dhasmana shall consult the nodal officer for IT implementation in all initiatives so that the efforts are coordinated.**

**The aforesaid order supersedes all previous orders in this regard and shall come into effect immediately. It is also to be amply clarified that the undersigned may at his discretion assign further work to any officer in addition to what has been outlined above, if the situation so demands.**

-Sd-  
**Managing Director**

**C.C.**

- 1. PS to Chief Secretary/Chairman, SIDCUL**
- 2. Secretary ID/Vice Chairman, SIDCUL**
- 3. Concerned officers for compliance and information**
- 4. Administration department for records.**

-Sd-  
**Managing Director**



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**Ref: 976/DGM(Admin)/SIDCUL/2004**

**Dated: 11/08/2004**

**OFFICE ORDER**

Please find enclosed Financial Delegation of Powers relating to bills/purchases/expenditure/external costs/internal costs up to Rs. 50,000/-. This is effective immediately. Any such approval required to be sent to the Managing Director, only if falling outside the parameters notified.

-SD-  
DGM (Admin)

C.C. for information to all GMs/DGMs/AGMs/RMs.

-Sd-  
DGM (Admin)





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## **FINANCIAL DELEGATION OF POWERS**

The following Delegation of Power in relation to financial matters is hereby notified.

1. All bills/purchases/expenditures/external costs/internal costs up to Rs. 50,000/- may be approved by the General Manager/Head of the concerned Department subject to it being within the budget and it having received the financial concurrence from the General Manager (Finance).
2. All refunds of Earnest Money Deposits with regards to the land allotments, to be made within the parameters of agreed refund policy (approved by the Managing Director) may be approved by the concerned General Manager/Head of Concerned Department, subject to financial concurrence from the General Manager (Finance).  
This Delegation of Power is effective immediately and would remain in place till further notice.

This Delegation of Power is effective immediately and would remain in place till further notice.

-SD-  
Managing Director



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Ref: 874/DGM(Admin)/SIDCUL/2004

Dated: 24/07/2004

### **OFFICE ORDER**

It has been observed that some advertisement has been released in the news-paper and some work has been got done by an outside agency without the knowledge of the management. This has been viewed very seriously by the management and every person should restrain himself from such action. If such thing is brought to the notice management in future, a severe action shall be taken against the concerned person.

If there is any need for any official work to be done by an outside agency, it has to be brought to the notice of the Administration Section in writing giving justification. The Administration Section shall prepare a note for approval of the Competent Authority. The work shall be assigned only after obtaining the approval.

This is being issued with the approval of Competent Authority.

-SD-  
DGM (Admin)

Copy to:

1. G.M.(BD) /GM(PRJ.)/GM(ID)
2. DGM(Admin)/DGM(Legal)/DGM(Sh. A.K. Jain)
3. AGM(Accounts)
4. All concerned.

-Sd-  
DGM (Admin)



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Ref: 744/SIDCUL/ Admin /2004

Dated: 03/07/2004

### **OFFICE ORDER**

The following specific work allocation is hereby made with immediate effect amongst the officers of SIDCUL in addition to any other work to be assigned to them and works ancillary and incidental to these:-

#### **Sh. S.P. Tripathi, General Manager (Business Development)**

- Business Development
- Single Window facilitation
- Udyog Mitrs
- Financial Consortium
- SLBC Development of IT & Electronic Park, Dehradun

#### **Sh. Atul Kumar, General Manger (Projects)**

- State Interest Incentive, Central Investment Subsidy and registration of substantial expansion.
- IIDC, Selakui-Reports and Sanctions.
- Pauri Growth Centre
- ASIDE
- Data Bank
- Legal matters.

Note: Sh. Atul Kumar will look after the works of Company Secretary till further orders in addition to the works assigned to him.

### **Sh. Rajesh Naithani, General Manager (Infrastructure Development)**

- Project implementation of IIE, BHEL and Pantnagar and liasoning with Consultants M/s Gherzi Eastern Ltd and Agencies on site.
- Apparel Park and Theme Parks in IIE's
- Clearance form Department (STEP, MOEF, SPCB, UPCL, Wild Life, NHAI, Chief Town Planner etc.)

Note: Sh. Atul Kumar Jain, Dy. GM will assist Sh. Rajesh Naithani in the execution of the works.

### **Sh. S.K. Sharma, Dy. GM**

- Administration
- UPSTC Mills at Jaspur, Kashipur including BIFR cases.
- Transfer of other assets from Govt. of UP & division of assets and liabilities.
- BIFR cases
- Supervision of IIE, Sitarganj

### **Sh. Ashish Sharma, Dy. GM**

- Coordination with Field officers posted at BHEL, Haridwar and Pantnagar.
- All works pertaining to post allotment of plots in IIEs and maintenance of the files/records.
- Courts cases / BIFR
- Private Industrial Estates
- SEZ at Pantnagar.

### **Sh. Atul Kumar Jain, Dy. GM**

- Data Bank
- Urban Haat, Dehradun
- Export Promotion Council
- Industrial clusters Project reports
- Concept and Planning of IIE Pantnagar.

Note: In addition to the above works, Sh. Jain will be associated with Sh. Rajesh Naithani for implementation of the Projects at IIE, BHEL and Pantnagar.

### **Sh. Naresh Kumar Koranga, Asstt. GM**

- Correspondence with GOI
- All matters pertaining to excise notification and clarification from Govt. of India.
- Data Bank

Note: Sh. Naresh Kr. Koranga, Asst. GM will look after the work of I/C accounts till further orders in addition to the works assigned to him.

### **Sh. N.C. Pant, Asst. GM**

- He will be posted at Pantnagar and will be designated as Regional Manager
- I/C of Site Office at Pantnagar
- Supervision of IIE Pantnagar
- Allotment of Industrial plots at IIE Pantnagar and maintenance of records thereof.

### **Sh. Sushil Sharma, Asst. GM**

- He will be posted at BHEL, Haridwar and will be designated as Regional Manager
- I/C of Site office at BHEL Haridwar.
- Supervision of IIE BHEL Haridwar
- Allotment of Industrial plots at IIE Haridwar and maintenance of records thereof.

### **Sh. D.S. Mehta, Consultant**

- All the works relating to mining of GoU.
- To act as Advisor Mining on behalf of Industrial deptt. GoU.
- Miscellaneous assignments as given from time to time
- Transfer of Assets from UP.

### **Sh. Vipul Dhasmana**

- Press Conference, Press Releases
- Advertisement and Publicity Material
- Website updation and Networking
- Printing in new letter.
- Media Relations
- Marketing, advertisement, roadshows, conferences.

The aforesaid order supersedes the previous order no. 08/SIDCUL/Admin/2004 dated 07 April,2004 for allocation of works and will remain in force till further orders.

-Sd-  
Managing Director

Copy to:

1. All officers (by name), SIDCUL, Dehradun
2. Administration Department, SIDCUL, Dehradun.

-Sd-  
GM(Admin)