

**F.No. 2-32/2011-Estt.**  
**Government of India**  
**National Commission for Minorities**

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1<sup>st</sup> Floor, Block No. 14,  
CGO Complex, Lodhi Road,  
New Delhi-110003  
Dated : 22.11.2024

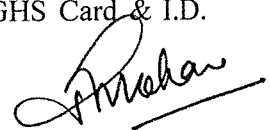
**OFFICE ORDER**

**Sub.: Discontinuation of services of staff appointed on co-terminus basis in the National Commission for Minorities.**

Consequent upon demitting of the office by Shri Kersi Kaikhushroo Deboo, Vice-Chairman, NCM on 23.11.2024, following personal staff, appointed on co-terminus basis in his office, shall stand relieved as per details given below :-

Sl. No.	Name & designation	Date of Relieving
1.	Smt Kanchan Kaul, PS	23.11.2024 (AN)
2.	Shri Ashutosh Kumar Upadhyay, PA	23.11.2024 (AN)
3.	Shri Hanuman Prasad Choudhary, MTS	23.11.2024 (AN)

2. The above mentioned employees are requested to submit their CGHS Card & I.D. Card to Admin. Section.



(Rajeev Mohan)

Under Secretary to the Govt. of India

**Copy to :**

- (i) PAO, Ministry of Minority Affairs, Pandit Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi.
- (ii) PS to Chairman
- (iii) PSs to M(SS), M(RL), M(DJG)
- (iv) PPS to Secretary
- (v) PA to Joint Secretary
- (vi) PA to Deputy Secretary
- (vii) Under Secretary (G&R)
- (viii) Research Officer / Legal Consultant
- (ix) Section Officer : to ascertain surrender of office inventories and to follow procedure of 'No Dues Certificate'.
- (x) Smt Kanchan Kaul, PS
- (xi) Shri Ashutosh Kumar Upadhyay, PA
- (xii) Shri Hanuman Prasad Choudhary, MTS
- (xiii) Accountant/Library/Hindi Section (for Hindi Translation), NCM
- (xiv) Personal & Service Book of concerned officials.
- (xv) NIC desk for uploading on website.
- (xvi) Guard file.