

THE STATE TRADING CORPORATION OF INDIA LTD., NEW DELHI
PERSONNEL DIVISION
(IR Section)

STC/CO/PER/CR/10008B/2018

Dated : July 06, 2021

Office Order No. PD :143 / 2021

Sub: Clarification to the notification for closure of Branches - regarding

The Representative Office(s) especially Mumbai RO have sought clarification with reference to Clause 2.8 of the Office Order No. PD : 81/2020 dated 20.11.2020 to carry out the tasks assigned to them.

2. In the above context following are clarified as under:

- i) All Personnel matters related to ROs will be handled by Personnel Division at C.O. headed by JGM(SKM), reporting to CGM (P).
- ii) All administrative matters related to ROs will be dealt by GAD/AUD/Building cell at C.O. headed by CM (Dr.JP)/DGM (RKA)/ DGM (BSB), reporting to CGM (P).
- iii) All matters related to trade and issues associated/connected to trade and its execution like refund/surrender/recovery court case etc. at ROs will be dealt by the respective Divisional Heads at Corporate Office viz. DGM (AM)/DGM(JKP)/ DGM(ST) reporting to Director (Marketing).
- iv) All financial matters related to ROs in respect of point (i), (ii) & (iii) shall be dealt by respective Associate Finance of each division at C.O. duly recommended by them. However, all matters pertaining to Taxation and accounts of ROs will be dealt by Corporate Office, Finance Division headed by DGM (AKS) reporting to GM (F) & CFO.

3. All the proposals relating to matter cited under point no. 2 (i) ,(ii) & (iii) above including release of payments to be scrutinized by the ROs and forwarded to concerned HODs at C.O with recommendations by the ROs for further consideration at C.O. by the respective divisions.



4. All concerned HoDs at C.O. are responsible to arrange required approval and directions of Competent Authority in this regard, which shall be binding on RO officials

5. This issues with the approval of Competent Authority.


(D.P Mishra) 08/12/2024

Chief General Manager (P&A)

By E-mail:

- Exe. Secy. to CMD
- Exe. Secys. to Directors/CVO
- CGM/All GMs
- All Divisional Heads, C.O.
- All ROs

Copy to

- DGM(F)(A&E), C.O.
- GS, STC Officers' Association
- GS, STC Employees' Union
- GS, SC/ST Employees' Association
- Notice Board
- Website