

NATIONAL SEEDS CORPORATION LIMITED  
(A GOVERNMENT OF INDIA UNDERTAKING)  
BEEJ BHAVAN, PUSA COMPLEX,  
NEW DELHI – 110012

No. 3(1)/06-HR/NSC

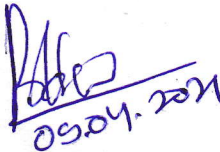
Dated: 09<sup>th</sup> April, 2021

**OFFICE ORDER NO ( 276 )**

Consequent upon the death of Shri Mohd. Raquim, GM(CA) & CS, the work of Company Secretary and Legal works is bifurcated/entrusted as under: -

1. **Company Secretary work:** Ms. Aayushi Kanodiya, Asstt. Company Secretary will look after the work of Company Secretary, Board meetings, various committee meetings, RTI etc. as was performed by Shri Mohd. Raquim. She will report to Director (Finance) for the aforesaid matters. The staff working under Company Secretary Secretariat (excluding legal) will report to her.
2. **All Legal work including arbitration and AMRCD Mechanism:** Shri Kuldeep Singh, Sr. GM (Prodn.) will look after all legal works, legal cases under arbitration and AMRCD Mechanism, GEO Strategic Reach & Technology Innovation Cell (including export/import of seeds through private channels, import of high value horticultural planting material and establishment of Post Entry Quarantine (PEQ) and propagation facilities), Parliament questions, PPT for various meetings, coordination/arrangement of visits of delegates from India as well as from abroad etc. Accordingly, he is redesignated as Sr. General Manager (Legal & Corporate Affairs). Ms. Deeksha Pandey, AM (Legal) and all other legal staff will report to Shri Kuldeep Singh, Sr.GM(Legal & Corporate Affairs) and Shri Kuldeep Singh will report to Director (Finance) and for Consultation on the GEO Strategic Reach & Technology Innovation Cell to Director (Commercial).
3. Consequent upon reallocation of aforesaid works of GM(CA) & CS, Shri Onkar Singh, Addl. GM(Prodn.) will look after the work of Quality Control Division in addition to his existing work.

This issues with the approval of Competent Authority

  
(Binod Bihari Saw)  
Sr. General Manager (HR)

**Distributions:**

1. Individual concerned.
2. Director (Finance) / Director (Commercial), NSC, Corporate Office.
3. All Heads of Departments, Corporate Office.
4. All Regional Managers/ Head of Farms.
5. PS to CMD.
6. IT Cell for uploading on NSC's website.
7. Personal files of the officials concerned.
8. APAR Cell.
9. Guard file.