

**PUNJAB SMALL INDUSTRIES & EXPORT CORPORATION LTD.,
CHANDIGARH**

OFFICE ORDER

In terms of Section-5(1) of the RTI Act, 2005 the following Functional Heads of PSIEC Ltd. are hereby designated as State Public Information Officer (SPIO) and following Branch Level officers are designated as State Assistant Public Information Officer (SAPIO) for smooth & speedy disposal of RTI Applications in respect of the Specific Sections /Wings/ Branches mentioned against their designations:-

Sr. No.	Sections / Wings / Branches	SAPIO (State Assistant Public Information Officer)	SPIO (State Public Information Officer)
1.	Estate Wing	Manager (Estate)	Chief General Manager (Estate)
2.	Export Section	Manager (Export)	General Manager (Export)
3.	Engg. Wing	Executive Engineer – I Executive Engineer – II Executive Engineer – III Executive Engineer – IV Executive Engineer (Elect.) Executive Engineer (Hort.)	Chief Engineer
4.	Planning Section	ATP (Planning) Accounts Officer (Planning)	General Manager (Planning/ Technical Consultant)
5.	Personnel & EPF Section	Manager (HR/ EPF)	General Manager (Personnel / EPF)
6.	RM Depots / Handling Agencies	Manager (RM)	Chief General Manager (RM)
7.	Emporia Section	Manager (Emporia)	Chief General Manager (Emporia)
8.	Legal Section	DGM/Manager(Legal)	General Manager (Legal)
9.	Finance, Accounts, Audit Section	Manager (F&A)	Chief General Manager (F&A)
10.	IT Cell	Programmer	Chief General Manager (IT)
11.	Secretary Section	DM (Secretary)	General Manager (Secretary)
12.	Coordination Section	DGM (Coordination)	Chief General Manager (Coordination)

This supersedes all the earlier orders issued in this respect. The concerned officers / officials of Sections/ Wings / Branches will represent the Second Appeal cases at SIC. Further, the SAPIO/ Manager (HR) will compile the data of RTIs received in the office and submit the monthly report of pending RTI applications/ appeals to the AMD/ FAA and MD for review.

Managing Director

Endst. No. PSIEC/RTI/2020/15229-235

Dated: 20/10/2020

A copy of the above is forwarded to the following for information and necessary action:-

1. PS / Chairman
2. PS / MD
3. PS / AMD/FAA
4. All Functional Heads at Head Office and Field Offices.
5. General Manager (Personnel)
6. All State Public Information Officers / State Assistant Public Information Officers.
7. RTI Section.


Public Information Officer