

F.No.A-45011/14/2011-Ad.I  
Government of India  
Ministry of Corporate Affairs

'A' Wing, 5<sup>th</sup> Floor, Shastri Bhawan  
New Delhi-110001, 9<sup>th</sup> March, 2011

**OFFICE ORDER**

**Subject: Disposal of business and delegation of power - reg.**

It has been decided that the proposals for grant of No Objection Certificate for acquiring passport and pursuing higher studies to the employees of the Ministry working at Hqrs, attached, subordinate and field offices will be considered and disposed of in the following manner: -

Sl. No.	Office	Level of disposal	Channel of submission
i.	For employees at Hqrs.	One level above the requesting employee	As per level of disposal
ii.	For RDs and Head of attached/subordinate offices	Joint Secretary	SO/US/Dir
iii.	For employees in field/ attached/subordinate offices	RDs/ Head of attached offices	As per hierarchy in the organization

2. This issues with the approval of Secretary, CA.

*J.S. Gupta*  
(J.S.Gupta)

Under secretary to the Govt. of India

1. All Officers/ Sections at Headquarters.
2. All attached / subordinate offices.
3. All RDs/ RoCs/ OLs.
4. e-Governance -- for placing on the website.

AD II

May please be loaded in 'Delegation of Powers'.

2011-Ad.II  
13/4/2011