



File No.11-ITPO(1)/E-I/2020
India Trade Promotion Organisation
(Administration Division, E-I Section)

Pragati Maidan, New Delhi

17 August 2020
18/8/20

Office Order No. Admin/805/2020

In supersession of Officer Order No. Admin/636(A)/2020 dated 07/07/2020 and with the approval of the Competent Authority, the following officials, as indicated against each HoD are nominated as Link Officers with immediate effect:

Sl. No.	Functional Division	Heads of Division (HoDs)	Link Officer
1.	Administration Division, Food & Beverage Unit, Vigilance, Protocol, Security Services and ITPO Service Ltd.	Col. Pushpam Kumar, SM – OSD(Admin)	Shri Devender Pal, DGM
2.	Finance & Accounts and Estate Office	Shri D M Sharma, FA&CAO	Shri S R Sahoo, Company Secretary/ General Manager
3.	C S Unit Law Department and Fairs Services-II (Domestic Fairs)	Shri S R Sahoo, Company Secretary/ General Manager	Shri D M Sharma, FA&CAO
4.	Fair Services-I (Foreign Fairs)	Smt. Hema Maity, General Manager	Shri Jayanta Das, Sr. General Manager
5.	Trade Relations & Information Services (TR&IS) and Culture	Shri Jayanta Das, Sr. General Manager	Smt. Hema Maity, General Manager
6.	Information Technology Services, Estate Management Division and Publicity & Corporate Communication Services Division	Shri A C M Kumar, DGM	Col. Pushpam Kumar, SM – OSD(Admin)
7.	Business Development Division	Shri Devender Pal, DGM	Col. Pushpam Kumar, SM – OSD(Admin)
8.	Design & Display Division, Arch. Unit and Printing Unit	Shri Brij Lal, Dy. General Manager (Arch.)	Shri Nitin Kohli, Dy. General Manager (Civil)
9.	Engineering Services and IECC Unit	Shri Nitin Kohli, Dy. General Manager (Civil)	Shri Brij Lal, Dy. General Manager (Arch.)

Contd... 2/-

All HoDs are advised to intimate their itinerary to the concerned Linked Officers in advance. In case both HoD and Link Officer are on tour/leave, the Deputy General Manager of the Division concerned will look after the work and report directly to ED/CMD in case of exigencies.

Pushpam

(Col. Pushpam Kumar, SM)
Officer on Special Duty (Admin)

To:

All HoDs

Copy for information to:

- ❖ PS to CMD
- ❖ PS to ED
- ❖ All Divisions/Sections/Units
- ❖ All Regional Offices
- ❖ Office Order Register
- ❖ Notice Board