쑿

File No.2-ITPO(1)/E-I/2016

India Trade Promotion Organisation (Administration Division, E-I Section)

> Pragati Maidan, New Delhi 24 June, 2016

Office Order No. Admn/472/2016

Subject:- Formation of Desk System in Fair Services-I (FS-I).

With the approval of the competent authority following officers are posted to Fair Services-I (FS-I).

- Mrs. Hardeep Kaur, Manager (N/F)
- Shri N P Yadav, Manager (Fin; N/F)
- Shri Praful S Nair, Dy. Manager
- Ms. Jasdip Kaur, Dy. Manager
- Ms. Prem Kumari, Dy. Manager Addl. Charge to complete the Delhi Book Fair.
- Shri R P Sharma, Executive

All the above officers will report to Shri Prem Singh, Senior Manager on 01/07/2016.

All the concerned HoDs are requested to relieve staff under their division immediately.

This issues with the approval of CMD.

Dy. General Manager

Copy for information to:

- 1. PS to CMD
- 2. PA to ED
- 3. All HoDs
- 4. DCVO
- 5. Computer Division for uploading the same on ITPO's website.
- 6. Office Order File