



File No.9-ITPO(7)/E-I/2005 Vol-III
India Trade Promotion Organisation
(Administration Division, E-I Section)

Pragati Maidan, New Delhi
22 March, 2017

Office Order No. Admin/277/2017

With the approval of the Competent Authority and with immediate effect the following shifting arrangements are made in connection with IECC Project.

Sl. No.	Particular	Location
1.	Store-Livery, Stationary Commercial Pub., Prantik Building	As existing (in Prantik Building)
2.	Furniture Store adjoining Lounge Hall C	As existing
3.	Display Gallery of Hall 17 with Store	Lounge Hall C, Gate 1
4.	Design & Display Store, Prantik Building Gate 1.	As existing
5.	Central Facilitation Centre (CFC) Post Office	Lounge Hall B, Gate 1 Lounge Hall C, Gate 1
6.	MTNL Telephone Exchange Hall 1	Fire Building behind Hall 12 A
7.	Banks – 2 numbers Hall 19	Lounge Hall C, Gate 1
8.	NCTI, Hall 19	Lounge Hall B, Gate 1
9.	BIC & Library storage	Lounge Hall C & B
10.	Audio Visual Room, Nehru Pavilion	Computer Division, Annex Admn. Building.
11.	CISF dormitory, Hall 16 Kitchen, Mess, Phoolwari	Behind Lounge Hall C, Gate 1
12.	Ticket Store at Lal Chowk	Annexe Building
13.	CCTV Room in Food Court area	Fire Building behind hall 12 A
14.	Nehru Pavilion items Store	Lounge Hall B Rear Rooms
15.	Conservancy Room near Hamsadhawni/Phoolwari	Behind Hall 10, Room near BSES Substation.
16.	Fire Office	Lounge Hall C

All the concerned should ensure shifting of offices/stores to new locations as indicated above by 31/05/2017.


(B N Gupta)
Senior Manager (Admin)
Contd...2/-

Pl. see. Ref. 22/3/17
MCA
24/03/17
DM(A)

To:

1. All concerned
2. ED, NCTI
3. Manager, Central Bank of India, Pragati Maidan
4. Manager, Canara Bank, Pragati Maidan
5. Post Master, Pragati Maidan, Post Office
6. Telephone Exchange, MTNL, Pragati Maidan
7. Assistant Commandant, CISF Pragati Maidan

Copy to:

- 1 .PS to CMD
- 2 PA to ED
- 3 All HoDs
- 4 All DGMs
- 5 SM(TB)
- 6 All Regional Offices
- 7 Computer Division – For uploading new office address on ITPO's website
- 8 Stores/Vigilance/Security/CFC/Nehru Pavilion
- 9 Office Order Register


(B N Gupta)

Senior Manager (Admin)