



File No.2-ITPO(2)/E-I/2019
India Trade Promotion Organisation
(Administration Division, E-I Section)

Pragati Maidan, New Delhi
29 December 2021

Office Order No. Admin/ 868/2021

With the approval of the Competent Authority and with immediate effect the following transfers/postings are ordered:-

Sl. No.	Name & Designation	From (Division)	To (Division)
1	Sh. Jai Raj, Assistant Manager	Administration (R&I) & Cultural Unit	Security Division, with additional work of Cultural Unit
2	Mrs. Seema Khurana, Assistant Manager (Sectt.)	TIR&P and additional charge of Protocol Unit	Estate Management Division, with additional work of Protocol Unit
3	Sh. Charanjeet, Senior Assistant	Security Division	Admin (E-II) - with Additional work of shift duty of all employees under the supervision of DMs(E-II)
4	Sh. Lakshman Singh, Sr. Assistant	EMD Section	General Section, with additional work of R&I Section
5	Sh. Anil Kumar, Senior Assistant (N/F)	Personal Section of GM(HM)	Finance with M(Aniket)
6	Sh. ChanderBhan, Assistant (N/F)	Personal Section of ex- DGM(Elect.)	Personal Section of GM(HM)
7	Sh. Sri Ram Sr. Mason Gr-II (N/F)	Personal Section of Ex- SGM(JD)	Business Development Division with SM(SK)
8	Mohd. Sharif, Sr. Bhisti Gr-II (N/F)	Business Development Division	Protocol Unit
9	Sh. Adesh Kumar, Attendant	Business Development Division	General Section
10	Mrs. Charanjeet Kaur, Farash	General Section	Fair Services-II

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Sl. No.	Name & Designation	From (Division)	To (Division)
11	Mohd. Afroz, Elect. Workman Grade-III (N/F)	Fair Services-II	Business Development Division
12	Sh. Ramesh Chand Sr. Cook (N/F)	Administration (E-I)	Travel Unit
13	Sh. Madan Pal, Sr. Assistant (N/F)	Travel Unit	Hindi Section
14	Sh. Raj Kumar Mehto Sr. Packer Grade-II (N/F)	Administration (E-I)	Architecture

The above officials are advised to report to their new place of posting, immediately.

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

To:

All concerned

Copy to:

1. GM(Security)/GM(HM)/GM(BKD)
2. DGM(RKT)/DGM(DP)
3. SM(AD)/M(AK)/M(A)/M(SK)/DM(SS)/DM(BK)
4. E-II/E-III//Canteen/Security/Architecture Division/FS-II Travel Unit/Protocol Hindi Section
5. Office Order Register

Copy for information to:

1. PS to CMD
2. PS to ED



No.2-ITPO(1)/E-I/2021
India Trade Promotion Organisation
(Administration Division, E-I Section)

Pragati Maidan, New Delhi
Date: 29th September, 2022

Office Order No. Admin./ 569 /2022

With the approval of the Competent Authority, the following transfers/postings are ordered:-

No.	Name and Designation	From (Division)	To (Division)
1.	Sh. R.P. Pareek, Senior Manager	Fair Services Division (erstwhile FS-I)-Full time C.S. & Law Unit (Addl. charge)	C.S. Unit with additional charge of Law Division and ISL (For C.S. related work)
2.	Mrs. D.N. Batra, Manager	Stores	Fair Services Division (erstwhile FS-I)
3.	Mr. Sanjay Vashistha, Manager	Fair Services Division (erstwhile FS-I)	Stores
4.	Mrs. Jasdeep Seth, Deputy Manager	Fair Services Division	F&B Unit
5.	Sh. Abhishek Kumar, Deputy Manager	E-III	EMD – on his joining from sabbatical leave.
6.	Sh. Suman Mondal, Deputy Manager	IECC Project	IECC Project with additional charge of IT Services Division
7.	Sh. S. Sundararaman, Deputy Manager	Erstwhile TIR&P (now merged with	Will also look after the work related to Fair Services
8.	Mrs. Sweety Paul, Deputy Manager	BDD)	(ITPO's fairs and third-party
9.	Mrs. Indira, Sr. Assistant		fairs) in BDD.
10.	Sh. Purshottam Lal, DM(Fin)-N/F	Finance Division	F & B Unit
11.	Sh. Anil Kumar Jha, Sr. Steno	--	ED (Projects). The services of the official will also be utilised in the Works Division in the matter relating IECC Project which requires execution of work in time bound manner.

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12.	Mrs. Sumitra Devi, Attendant-Sr. Assistant (N/F)	F&B Unit	BDD in place of Sh. Vijender, Beldar
13.	Sh. Vijender, Beldar	BDD	F&B Unit in place of Mrs. Sumitra Devi.

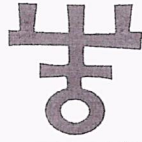
2. The above officials are advised to report to their new place of posting, immediately.

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

To: All concerned

Copy to:

1. PS to CMD
2. PS to ED
3. PA to ED (Projects)
4. All HoDs
5. All Regional Offices
6. Salary/Vigilance/E-II/E-III/CR Unit/Security/Bill Checking
Section/E-I(Computer)
7. IT Services Division – For uploading on ITPO's website
8. Notice Board/Office Order Register



File No.2-ITPO(1)/E-I/2021
India Trade Promotion Organisation
(Administration Division, E-I Section)

Pragati Maidan, New Delhi
12 April 2021

Office Order No. Admin/270/2021

With the approval of the Competent Authority and with immediate effect the following transfers/postings are ordered:-

Sl. No.	Name & Designation	From (Division)	To (Division)
1	Shri Prakash Chander Asstt. Manager (Secretarial; NF) Emp. No.00465	FS-I Division	Security Division
2	Smt. Anita Rawat Sr. Assistant Emp. No.00271	R&I Section	Office Reception (w.e.f. 01/05/2021)
3	Shri Ramesh Chand Sr. Assistant (N/F) Emp. No.00391	ACR Unit	E-II Section (Administration Division)
4	Smt. Alka, Jr. Assistant Emp. No.01507	E-I Section	ACR Unit
5	Shri Surya Bali Ram Sr. Assistant (N/F) Emp. No.01034	Stores Division	Personal Section of Shri B K Garg, SM(IT)
6	Shri Gauri Shankar Sr. Assistant (N/F) Emp. No.01022	IT Services	Personal Section of Shri Vikash Kumar Singh, GM(Security)
7	Shri Mohd Rihan Sr. Assistant (N/F) Emp. No.01025	RCTI	Personal Section of Shri S A Azmi, SM(Admin)
8	Shri Ram Prasad Sr. Assistant (N/F) Emp. No.01101	FS-I Division	RCTI
9	Shri Pat Ram Singh Assistant (N/F) Emp. No.01055	BDD	Personal Section of Shri Ashok Kumar, SM(FS-II)

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10	Smt. Kamlesh Assistant (N/F) Emp. No.01136	Finance Division	FS-I Division
11	Smt. Parvati Devi Assistant (N/F) Emp. No.01144	FS-I Division	Finance Division
12	Smt. Uma Devi Assistant (N/F) Emp. No.01123	Finance Division	EMD Section
13	Smt. Rangamma Assistant (N/F) Emp. No.01124	EMD Section	Finance Division
14	Shri Shyam Lal Head Cook(NF) Emp. No.01416	Personal Section of Shri Ashok Kumar, SM(FS-II)	Stores Division
15	Shri Adesh Kumar Attendant Emp. No.01441	Personal Section of Shri B K Garg, SM(IT)	Personal Section of Shri Surinder Kumar, SM(BDD)
16	Shri Raj Kumar Mehto Sr. Packer Gr.-I(NF) Emp. No.01079	Stores Division	BDD

The above officials are advised to report to their new place of posting, immediately.

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

To: All concerned

Copy to:

1. All HoDs
2. SM(BKG)/SM(AK)/SM(SK)/SM(SAA)
3. E-II/E-I(Computer)/ACR Unit/FS-I/Security/R&I/Law/ Stores/RCTI/Finance/EMD/BDD/
IT Services
4. Office Order Register