



File No.Admin-11021/1/2023-ADMN-ITPO-Part(1)
India Trade Promotion Organisation
(Administration Division, E-I Section)

Ref. No.11-ITPO(1)/E-I/2020

Bharat Mandapam, New Delhi
20 August 2024

Office Order No. Admin/ 694 /2024

In supersession of previous office orders regarding link officers and with the approval of the Competent Authority, the following officers are nominated as the HoDs/Functional Heads/Link Officers of various Divisions/Units:

Sl. No.	Heads of Division (HoDs)	Functional Division	Link Officer
1.	Col. Pushpam Kumar, SM(Retd.), Senior General Manager	HoD of Convention Centre, Fair Services Division (Foreign Fairs) and Hotel Project	GM(IS)
2.	Lt. Col. Harsh Kondilya, OSD(Admin)	Administration (E-I and E-II Section), Hindi, Stores Division, General Section, R&I, ACR, Travel Unit, Protocol, COO(ISL), Chairman (IECC Transition Committee), Publicity and Corporate Communication Services, Culture Unit and Law Division(Case pertaining to Estate Office).	SGM
3.	Lt. Col. Deependra Mishra, General Manager(Works)	Engineering Services, Housekeeping Unit and Caretaking Unit. GM(Works)/Link Officer will route files of Engg. Division through SGM	CE(Project)
4.	Smt. Lakshmi Kumari, Chief Engineer (Project)	HoD for Project Division handling Handing over/Taking over of the IECC Project(Phase 1) IECC Project (Phase 2) Osaka World Expo(Technical aspect) Hotel Project (Technical aspect).	GM(Works)
5.	Dr. Garima Mittal General Manager	HoD World Expo, Osaka and Food & Beverages Unit.	GM(HM)
6.	Shri Rakesh Chandra Sharma, General Manager(Information System)	IT Services Division, Business Development Division, and HoD of Regional Office Mumbai	OSD(Admin)

Sl. No.	Heads of Division (HoDs)	Functional Division	Link Officer
7.	Shri S R Sahoo, Company Secretary/ General Manager	Company Secretary Unit, Law Division and HoD of Regional Office Chennai.	FA&CAO
8.	Mrs. Hema Maity, General Manager	Fairs Services Division-II (Domestic Fairs) HoD of Regional Office Kolkata.	GM(GM)
9.	Shri Vikash Kumar Singh, General Manager (Security)	Security Services Division	OSD(Admin)
10.	Shri Raj Kumar Thakur, FA &CAO	Finance & Accounts Division	GM(SRS)
11.	Shri Brij Lal, General Manager(D&D)	Arch. Unit and Design & Display Unit (including Printing Unit)	CE(Project)
12.	Shri Ashok Kumar, DGM	EMD (Independent Charge)	GM(BL)

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

Pushpam Kumar
25/8

(Col. Pushpam Kumar, SM(Retd.)
Senior General Manager/LO-OSD(Admin)

To:

All concerned

Copy to:

1. All Divisions/Sections/Units
2. All Regional Offices
3. IT Services Division – For uploading on ITPO's Website
4. Notice Boards
5. Office Order Register

Copy for information to:

1. PSO to CMD
2. PA to ED