No. 9-ITPO(12)/E.I/2017 India Trade Promotion Organisation (Administration Division)

May 04, 2018

Office Order No. Admn/514/2018

Parking arrangements within Pragati Maidan have been made separately for organizers/ exhibitors and ITPO's officials at Gate No. 1, Near Hall No. 7-C & H, Pragati Bhawan (7-D) and near Hall No. 8-12 (Peripheral area). A layout indicating parking area is attached (overleaf).

The area earmarked in "<u>yellow colour</u>" on the ground (marked 'EX' in the layout plan) will exclusively be used by organizers/exhibitors. Area earmarked in "<u>white colour</u>" on the ground (marked 'EM' in the layout plan) will be used by ITPO employees only.

Vehicles of CMD/ED, GMs & DGMs will be parked in designated area opposite Pragati Bhawan (7D) (marked No. 3 in layout). Vehicles of official visitors to CMD/ED, GMs & DGMs will also be parked in Parking No. 3.

All ITPO officials are, therefore, advised to park their vehicles in **White Zone** only. Vehicles parked other than white zone will be viewed seriously and appropriate action will be taken.

(Ashutosh Varma) General Manager (Admn)

All Officials

Copy to:

- (i) PS to CMD
- (ii) PA to ED
- (iii) All HODs
- (iv) GM(Security) To deploy Marshalls to monitor the above
- (v) Notice Board
- (vi) Office Order Register

