

2-ITPO(1)/E-I/2019
India Trade Promotion Organisation
Administration Division

21.05.2020

Office Order No. Admin/ 391 /2020

With the approval of the Competent Authority, it has been decided to form an IECC Unit within the Business Development Division to coordinate all activities relating to IECC. The newly formed IECC unit will be responsible for smooth transition to new upcoming complex and completion of all requisite services. The IECC unit will coordinate and monitor provision of all services including preparedness of ITPO to takeover and operationalize the new complex in coordination with the concerned divisions.

The IECC Unit will operate through an internal IECC Transition Committee as detailed below. The Committee will create a road map for future operations of the new complex in an optimal manner.

S.No.	Name	Designation
BDD		
1	Mr. Vikas Malhotra	GM(BDD) - Chairman
2	Mr. Devender Pal	DGM (BDD)
3	Mr. Amrit Chitranshan	Manager (Engg. & IECC)
4	Newly recruited DMs posted in BDD, one each will have Addl. Charge for Convention and Exhibition (Separately). Both will be part of the committee but member secretary for their part of the complex.	Dy. Manager - Member Secretary
Addl. Charge to officials from other divisions		
5	Mr.Nitin Kohli	DGM(Civil)
6	Mr.Santosh Kumar	DGM(Elect.)
7	Ms. Amrapali Dixit	Sr. Manager (Security)
8	Ms. Anchal Aggrawal	Manager (Finance)
9	Mr. Saurabh Sharma	Dy. Manager - (Architecture)
10	Ms. Charu Rawat	Dy. Manager (Law)

This issues with the approval of CMD, ITPO.

(Signature)
(Col. Pushpam Kumar, SM)
OSD (Admin)

To: All concerned.

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