



File No.11-ITPO(1)/E-I/92

India Trade Promotion Organisation
(Administration Division, E-I Section)

Pragati Maidan, New Delhi
09 May, 2016

Office Order No. Admn/ 344/2016

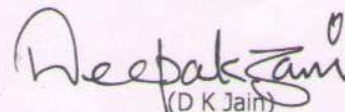
In supersession of all previous orders and with the approval of the competent authority, the following officers are nominated as Link Officers with immediate effect:

Sl. No.	Functional Divisions	Heads of Division (HoDs)	Link Officer
1	Administration Services, Corporate Communication Services and Design & Display Unit	GM (V Meera)	GM (J Gunasekaran)
2	Finance & Accounts Services	FA&CAO (D M Sharma)	GM (V Meera)
3	Fair Services-I, Fair Services-II, Estate Management Services and Vigilance Services	GM (J Gunasekaran)	GM (V Meera)
4	Trade Relations & Information Services (TRIS), TDMD, Travel, Leather Fair Unit, BIC, Library, Textile Unit, Delhi Book Fair, Stationery Fair and Cultural Activities Unit	GM (Jayanta Das)	GM (Vikash Malhotra)
5	Security Services and Protocol Division	GM (Ajay Kumar Vashist)	CS (S R Sahoo)
6	Information Technology (IT) Services	GM (Vikash Malhotra) (He will also be in-charge of ED, NCTI)	GM (Jayanta Das)
7	Corporate Law & Compliance Services and Business Development Division (BDD)	CS (S R Sahoo)	FA&CAO (D M Sharma)
8	Estate Office	FA&CAO (D M Sharma)	CS (S R Sahoo)
9	Engineering Services	DGM (R P Dhusia)*	GM (Vikash Malhotra)

All HoDs are advised to intimate their itinerary to the concerned link officers in advance.

*As post of General Manager (Works) is vacant, the Deputy General Manager (Works) will look after the work and report directly to ED/CMD.

In case both divisional head and Link Officer are on tour/leave, the Deputy General Manager of the division concerned will look after the work and report directly to ED/CMD in case of exigencies.


(D K Jain)

Dy. General Manager (Admn)

To: All HoDs

Copy for kind information to:

1. PS to CMD
2. PA to ED
3. Vigilance Section
4. Office Order Register