

Delhi Tourism & Transportation Development Corporation
18-A, DDA, SCO Complex, Defence Colony, New Delhi

F.No.:PER/739/08/96/DTTDC
Dated:- 03.08.2016

11761

Office Order

04

Shri Manoj Kumar, Manager, is hereby nominated as "Liaison Officer" on behalf of Delhi Tourism & Transportation Development Corporation Ltd for filing various statements concerning all reserved categories to different authorities. In addition, Shri Manoj Kumar is required to maintain reservation roster and other details as per the instructions issued by the Government from time to time.

Shri Manoj Kumar will also head the SC/ST Cell of the Corporation. A complaint register will also be maintained in SC/ST Cell under the supervision of Shri Manoj Kumar as Liaison Officer wherein an employee belonging to reserved category can register his/her complaint. Suitable follow up action will be taken by the Liaison Officer and the complaints will be disposed off.

The following officers, in addition to their present assignment, will continue to assist Shri Manoj Kumar for maintenance of roster and submission of required information to the concerned authorities.

1. Shri Ravi Kiran, Manager-II
2. Mrs. Veena Verma, Asstt. Manager

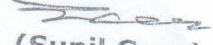
This issues with the approval of the MD&CEO.


(Sunil Gaur)
Chief Manager (Personnel)

Shri Manoj Kumar, Manager - Liaison Officer
Shri Ravi Kiran, Manager-II
Mrs. Veena Verma, Asstt. Manager

Copy to:

1. OSD to MD&CEO
2. CVO
3. PS to GM(IC)
4. PS to FC(IC)
5. All Divisional heads
6. Sr. Computer Programmer : With the request to upload this order on the website of DTTDC.
7. Personal Files
8. Notice Board
9. File


(Sunil Gaur)
Chief Manager (Personnel)