

Government of National Capital Territory of Delhi
DIRECTORATE OF TRAINING (UNION TERRITORIES CIVIL SERVICES)
 Institutional Area Vishwas Nagar, Behind Karkardooma Courts, Shahdara, Delhi-110032.
 Ph. 20822464, 20822463; Fax 20822470, e-mail dtucs@nic.in

F.No.F.1/4/30/2013/UTCS/ (Admn.)/Part-II 9260-66

Dated:- 04-09-18

OFFICE ORDER No.: 31

In supersession of all previous office orders of even number, the work distribution among the Assistant Directors is as follows:-

Sl. No.	Name of the Officer	Work Assigned	Other work assigned	Link Officer-I	Link Officer-II
1	Sh. Babu Lal, Assistant Director	• Foundation Training	• HOO • Accounts Branch	AD-I	AD-VI
2	Sh. Ravindra Singh, Assistant Director	• Training-I ✓ Functional Efficiency	• Administration Branch • Nodal Officer for RTI online • Public Information Officer	AD- Foundation	AD-V
3	Sh. Sabina Avasthy, Assistant Director	• Training-II ✓ Managerial Competence	• Training-IV • Library • MLA Grievances System • Grievances Redressal Officer • LG Listening post	AD-III	AD- Foundation
4	Sh. Bijai Kardam, Assistant Director	• Training-III ✓ Foundation Training of DANICS, IAS ✓ Mid Career Training of DANICS Probationers	• Administration work of DANICS Probationers • e-Office Nodal Officer • Preparation of Training Calendar • Work of updation of website	AD-VI	AD-IV
5	Sh. Jagmohan Tyagi, Admn. Officer	• Administration Branch	• Training-V • APIO	AD-II	AD-III
6	Sh. Yogesh Pal Singh, Assistant Director	• Training-VI ✓ Good Governance	• Care Taking / Estate • Sevottam Cell	AD-V	AD-I

This issues with the prior approval of the Competent Authority.

(JAGMOHAN TYAGI)
 ADMINISTRATIVE OFFICER

Dated:- 04-09-18

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Copy forwarded:-

1. All Assistant Director (Training)..
2. Assistant Director (Trg-II) with the request to upload on the official website of the Directorate.
3. OSD to Chief Secretary / Incharge Principal Secretary (Trg.), Delhi Sectt.Delhi.
4. P.A. to Director (Trg.).
5. AAO/EO/Incharge Care Taking Branch.
6. E-Office Nodal Officer, Directorate of Training (UTCS). -
7. Guard file.

(JAGMOHAN TYAGI)
 ADMINISTRATIVE OFFICER

Sh. Tilwani
 09/09/2018