



East Delhi Municipal Corporation
(Central Establishment Department)
419, Udyog Sadan, Ground Floor,
Patparganj Industrial Area, Delhi-110092



AC(CED)/EDMC/2021/1162

September 24, 2021

OFFICE ORDER

Sub: Merger of Establishment Branch of Engineering Department with Central Establishment Department - reg.

With a view to improve the efficiency and effectiveness in disposal of establishment matters, systematic record keeping of personnel records and better management of Engineering Department it has been decided that:

- (i) Establishment Branch of Engineering Department is merged with CED.
 - (ii) Administrative Officer (Engg.) is designated as Administrative Officer (CED)-IV and Asstt. Commissioner (Engg.) is designated as Assistant Commissioner (CED) – II.
 - (iii) The files pertaining to Establishment matters of Engineering Department shall be put up in the following hierarchy: AO(CED)-IV → Assistant Commissioner (CED)-II → Dy. Commissioner/Addl. Dy. Commissioner (CED) → Additional Commissioner (CED) → Commissioner, EDMC.
2. Henceforth, all personnel matters related to the Engineering Cadre of EDMC will be dealt with by CED. Further, any proposal received from Engineering Department through the E-in-C shall also be processed by CED as per due procedure.
3. This issues with the approval of Commissioner, EDMC.

(Ravinder Kumar)
Assistant Commissioner (CED)
Telephone No. 011-66667337

Distribution:

1. Addl. Commissioner-I, II & III.
2. E-in-C
3. All HoDs/Zonal DCs
4. PS to Commissioner for information to Commissioner.
5. AO (IT) for uploading in the website.
6. Guard file/Office copy.

Copy forwarded for favour of information to:

1. Hon'ble Mayor of East Delhi.
2. Deputy Mayor of East Delhi.
3. Chairman (Standing Committee), EDMC.
4. Leader of House, EDMC.
5. Leader of Opposition, EDMC.
6. Chairperson, Special (Appointment, Promoting Disciplinary & Allied Matters) Committee, EDMC