

NORTH DELHI MUNICIPAL CORPORATION
Central Establishment Department
13th Floor, Dr. S.P. Mukharjee Civic Centre
J.L. Nehru Marg, New Delhi-110002

No. A.O-II/CED/NDMC/2020/1409

Dated 23.11.2020

OFFICE ORDER

For smooth functioning of the organization, the arrangement of link officer in respect of Deputy Commissioner/ Addl. Dy. Commissioner of R.P.Cell, Advertisement Deptt. and Land & Estate Deptt., in the event of leave/ not attending official duty, is hereby made with immediate effect as under:-

S.No.	Name of Deptt.	Link officer	Remarks
1.	Dy. Commissioner/ ADC of R.P. Cell	Dy. Commissioner/ ADC of Advertisement Deptt.	In addition to his/ her own duties & vice-versa. In case both the officers are on leave, then DC/ ADC of L&E Deptt. will look after the work of both the Deptt. in addition to his/her own duties.
2.	Dy. Commissioner/ ADC of L&E Deptt.	Dy. Commissioner/ ADC of Advertisement Deptt.	In case both the officers are on leave, then DC/ ADC of R.P.Cell will look after the work of both the Deptt. in addition to his/her own duties.

This issues with the approval of Competent Authority.

PKJ
23.11.2020
(P.K. Jolly)
Admn. Officer(Estt.)

Distribution:

1. Secy. to Commissioner/ North DMC.
2. All Addl. Commissioner/North DMC.
3. All Dy. Commissioners/ North DMC.
4. CVO/CLO/Municipal Secretary.
5. DCA (HQ)/AAO (CED) /P.A to Dir(P)/DC (L&E Deptt.)/ADC (RP Cell)/ADC (Advertisement Deptt.)
6. Addl. Dir. (IT) & SO-I/CED, North DMC to upload the same on Municipal website. *Anle wll*
7. Officer concerned and his Personal File.
8. Guard File/ Office Copy.

Copy forwarded for favour of information to:

1. Hon'ble Mayor/ North DMC.
2. Hon'ble Dy. Mayor/ North DMC.
3. Hon'ble Chairman, Standing Committee/ North DMC.
4. Hon'ble Dy. Chairman, Standing Committee/ North DMC.
5. Hon'ble Leader of the House/ North DMC.
6. Hon'ble Leader of the Opposition/ North DMC.
7. Hon'ble Chairman, Appointment Committee/ North DMC.
8. Hon'ble Leader of the Congress Party/ North DMC.

PKJ
23.11.2020

(P.K. Jolly)
Admn. Officer(Estt.)

PKJ