



**MUNICIPAL CORPORATION OF DELHI**  
**CENTRAL ESTABLISHMENT DEPARTMENT**  
22<sup>nd</sup> Floor, Dr. S.P. Mukherjee Civic Centre,  
J.L. Nehru Mar, New Delhi-110002



No.13(117)/CED/MCD/SO-I/2023/5576


dated: 28/03/2023

**OFFICE ORDER**

The following DANICS Probationers (59<sup>th</sup> Batch) are hereby attached with Municipal Corporation of Delhi as Assistant Commissioner for 8 weeks from 08.05.2023 to 30.06.2023 (including 02 weeks of Independent charge), as under:-

S.No.	Name of DANICS Probationers	Department/Zone
1.	Ms. Shelly	South Zone
2.	Ms. Ankita Puwar	Central Zone
3.	Mr. Aman Singh Lohan	West Zone
4.	Ms. Divya Arjun Gunde	Keshav Puram Zone
5.	Ms. Anita Yadav	City S.P.Zone
6.	Mr. Atul Soni	Karol Bagh Zone
7.	Ms. Mahima Tomar	Shahdara (South Zone)
8.	Ms. Ravinder Kumar	Rohini Zone

2. The above attachment may include the following components:-
  - a) Organisational structure, budget and man power,
  - b) Important Provisions of the MCD Act.
  - c) Roles and functions of the Corporation,
  - d) Source of Revenue,
  - e) Management of Civic Services,
  - f) Various online services made available to public,
  - g) Attach the probationers in different wing of DMC to experience practical working of DMC.
  - h) Probationers may be attached with senior officers for exposure to day to day working of DMC.
  - i) DMC may also train the probationers in any other aspect which it considers important.
3. The aforesaid DANICS Probationers will look after the works assigned to AC of concerned Zones except appointment of any nature and existing AC will guide them about functioning of departments of MCD. Deputy Commissioner of Zone will arrange to provide vehicle for transportation to Probationers during period of attachment.
4. All concerned Deputy Commissioners are requested to send attendance of aforesaid DANICS Probations to Directorate of Training though email at [dutcs@nic.in](mailto:dutcs@nic.in) and [adtrg3utcs.delhi@nic.in](mailto:adtrg3utcs.delhi@nic.in) or fax at 22308556 by 10.30 a.m. daily.
5. All the above mentioned DANICS Probationers will report to concerned Deputy Commissioner of Zones.
6. This issues with the approval of the Competent Authority.

  
(Manish Kumar)  
Administrative Officer (Estt.)

Copy to:-

1. All Additional Commissioners, MCD
2. Deputy Commissioner (South Zone, Central Zone, West Zone, Karol Bagh Zone, City S.P.Zone, Rohini Zone, Shah.(South Zone), Keshav Puram Zone,)
3. P.S. to Commissioner, MCD
4. Ms. Anita Bharal, Assistant Director (Training-III), Course Coordinator, GNCTD, Directorate of Training(Union Territories Civil Services) Vishwas Nagar, Institutional Area, Behind Karkardooma Courts, Delhi- 110032 w.r.t. letter dated 14.03.2023 .
5. Director (IT) with request to get it uploaded on MCDs website
6. Guard file/Office Copy

  
Administrative Officer (Estt.)