

**Delhi State Industrial & Infrastructure Development Corporation Ltd.**  
**N-36, Bombay Life Building, Connaught Circus, New Delhi-110001**

DSI IDC/CE-II/2017-18

December 7, 2017

**OFFICE ORDER**

Reference is invited to the Office Order of even no. dated 06/12/2017 regarding shifting of DSI IDC Offices functioning from State Emporia Building to MCD Property Tax Building, Lajpat Nagar. As ordered therein, the Divisions functioning from State Emporia Building packed up their files and other belongings in the afternoon of 06/12/2017 itself. However, when they went to MCD Property Tax Building, Lajpat Nagar Office, they found that the offices allocated to them had not been vacated by the Divisions occupying them before re-allocation.

The Managing Director, DSI IDC has viewed it very seriously and has accordingly, ordered as follows :

- The concerned Chief Engineer may arrange to vacate the room occupied by their staff hitherto to house / accommodate the staff shifted from State Emporia Building today itself before 3:00 PM so that unnecessary hindrances are not created in the process of shifting.
- If they are not available in their Lajpat Nagar Office, they may direct their SE / EE / AEE to do the needful forthwith.
- MD has further directed that concerned Engineers / Officers shall leave their office in the evening till finalization of the shifting process.

DM (GAD) may make arrangement for labours / helpers for further shifting of files / almirahs / office furniture / computers and other office equipment.

  
(S. P. PANT)  
Dy. General Manager

- 1) CE - I, DSI IDC
- 2) CE - II, DSI IDC
- 3) Sh. Gyaneshwar Prakash, FC

Copy to :

- 1) Sh. Mahesh Arora, DM (IMFL / IT) – *With a request to shift the lease line for connectivity to Lajpat Nagar*
- 2) Sh. P. U. Bhatt, CAO (IMFL)
- 3) Sh. Praveen Rai, DM (Exhibition)
- 4) Ms. Arti Rani, DM (Legal)
- 5) Sh. Mudit Singh, Sr. Manager (REM)
- 6) Sh. Kailash Sonwal, Sr. Manager (RTI / PGMS)
- 7) Sh. N. R. K. Swami, Security Officer – *with a request to make arrangement for watch and wara staff*
- 8) Sh. Vikas Gupta, DM (GAD)

*They may please be ensure that their respective staff get seated in their respective allotted office premises by today evening.*

Copy for information to :

- 1) PS to MD, DSI IDC
- 2) PS to ED, DSI IDC