

**Delhi State Industrial & Infrastructure Development Corporation Ltd.**

(IT Division)

No. DSIIDC/06/E-office/2021-22/313

Dated : 21-06-2022

**CIRCULAR**

**Updation of Personal Data with IT Division for implementation of e-office**

1. Please refer the following letters issued by this office: -

- (a) DSIIDC/EE (IT)/NIC-email/2022-23/304, dated 10-06-2022.
- (b) DSIIDC/06/E-office/2021-22/311, dated 17-06-2022.

2. It is reiterated that all Divisional heads (EEs/ DMs/ CAOs) are requested to forward the working mobile numbers of all regular DSIIDC Officials/ Employees (AG-III and above), working under their respective jurisdiction, duly updated, in the following format: -

S. No.	Name of the Official	Designation	Office Location	Working Personal Mobile number (updated)	Remarks

3. The above information should be forwarded to this office at the earliest by 23<sup>rd</sup> June 2022 (11:00 AM).

4. Treat matter most urgent.

  
( Vivek Behl )  
Chief Engineer (IT)

To:-

- 1. CE (I/II/III)
- 2. All SEs/CMs
- 3. All CAOs/EEs/DMs
- 4. Website

**Copy for information:**

- 1. PS to MD
- 2. PS to ED
- 3. PS to Director (F)
- 4. PS to E-in-C
- 5. Company Secretary

313/IT  
21/6/2022