

**DELHI STATE INDUSTRIAL & INFRASTRUCTRE DEVELOPMENT CORN. LTD.**  
**(PERSONNEL DIVISION)**

No.DSIIDC/P.A./Review Meeting/2015

26<sup>th</sup> August, 2015

In the Review meeting held on 26/08/15, MD directed that a person from IT Division may be deputed to Relocation Division to train the Officers on on-line system so that whatever on-line formats have been designed, can be operated upon smoothly. It is understood that all the Offices of Relocation Division have not yet been trained in the process of on-line filing of application etc. and, as such, the work of on-line receipt and disposal of cases has not gained its full momentum.

In compliance of these orders, Shri Gaurav Rastogi, Web Master is directed to visit Relocation Division for one week to train the Officers and Staff of the Relocation Division in the work of on-line filing of applications, forms receipts etc..

Shri Gaurav Rastogi shall contact Shri Prabhat Kumar DM (RL) for proper co-ordination of the activity.

Further, Shri Faizyab Ahmed shall visit REM Division and contact Shri R.K. Dotania, Chief Manager (IEM) for the purpose of training, simplification and digitization of forms.

  
(S.P. Pant)  
Chief Manager (IT)

To :

**All concerned**

✓ on website



**Copy for information to :**

1. PS to MD
2. Sr. P.A. to F.A.
3. P.A. to GM