

Delhi State Industrial and Infrastructure Development Corporation Ltd.

N-36, Bombay Life Building, Connaught Circus, New Delhi – 110001

(A Government Undertaking)

(GAD DIVISION)

OFFICE ORDER

DSI IDC/GAD/Office Space/2024-25/998

29/01/2025

Sub: Rationalisation of Office Space in DSI IDC HQs

In amendment to the office order no. DSI IDC/GAD/Office Space/2024-25/967 dated 28.11.2024 on the subject cited above, the competent authority has approved the revised allocation of available space at 3rd Floor, State Emporium Building, Baba Khadak Singh Marg, New Delhi as listed below:

S. No.	Room/Workstation	Allocation
1	R1	DAO Taxation Cell
2	R2	For Official Record
3	R3	CAO (IPD)
4	R4	DM (IPD)
5	R5	CM (IPD)
6	R6 & R7 (Cubicles)	Staff IPD including consultants
7	R8 & R9	Audit Cell
8	Workstation – 1	Finance Division
9	Workstation - 2 & 3	Finance Division
10	Workstation - 4	Commercial Division

*Space allotted to Finance Division may be allocated between Sr. Manager A/cs and Taxation Cell as per requirement/ convenience of the Head of the Finance Division.

The layout of the 3rd floor along with the room/workstation no. is enclosed for reference purposes. The premises is ready for shifting, therefore, all the concerned divisional heads shall ensure smooth relocation of officer/staff (along with official record) as per above arrangement to 3rd floor, State Emporium building at the earliest. Any further requirement can be sent to GAD Division after shifting.

This issues with the prior approval of Competent Authority.



Kailash Sonwal
DM (GAD)

Copy for information to:

1. PS to MD, DSI IDC
2. PS to ED, DSI IDC
3. PS to Dir(F), DSI IDC
4. CAO (HQ)
5. DM (IPD)
6. IT for uploading on website
7. Guard File

Layout of 3rd Floor Emporium Building

