

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DEPARTMENT OF TRAINING & TECHNICAL EDUCATION**  
**MUNI MAYA RAM MARG, PITAMPURA, DELHI-110088**

(E-II BRANCH)

No.F..3(10)/2016/TTE/E-IV/ 266

Dated: 03/03/2022

**ORDER**

Smt. Ratna Das, Principal, ITI Nand Nagri is going to be superannuated w.e.f 28.02.2022 who is also holding the additional charge of ITI Jahangir Puri and in order to maintain the smooth functioning of the affairs of the ITIs, in terms of provisions contained in Rule 14 of Delegation of Powers Rules, read with MHA, GOI's letter No. 415/64-Fin(pt.) dated 01.05.1964 circulated vide letter No. F.18/03/64/Fin(E) dated 21.05.1964, the Competent Authority is pleased to order the transfer/posting of the following officers under DTTE to act / function as Head of office (H.O.O.) mentioned against each w.e.f. Tuesday the 1st of March, 2022 (F/M):

**A. DECLARATION OF H.O.O. in respect of ITI NAND NAGRI and ITI JAHANGIR PURI :**

S. No.	Name of Officer (S./Sh./Ms)	Present designation	Present place of posting	Function as H.O.O. of .....
1.	Sandeep	Vice Principal	ITI Nand Nagri	ITI Nand Nagri & MSDP
2.	Teekam Chand Saini	Vice Principal	ITI Jahangir Puri	ITI Jahangir Puri

**B. DECLARATION OF H.O.O. in respect of ITI MANGOLPURI :**

S. No.	Name of Officer (S./Sh./Ms)	Present designation	Present place of posting	Function as H.O.O. of .....
1.	Manish Thakur	Vice Principal	ITI Mangolpuri	ITI Mangolpuri

**C.** Further, **Sh. Sandeep Choudhary, Vice Principal** posted in the office of DAA PUSA is henceforth work in Academic Training Branch, DTTE Hqrs. for 03 days in a week i.e. Monday, Wednesday and Friday. For rest of the days he will work in DAA Office PUSA. Delhi.

It is made clear to all that no extra remuneration/ benefits will be paid to above officers being act as H.O.O.

This issue with the approval of Director (TTE).



(G.D. Nimje)

Section Officer (E-II)

Dated: 03/03/2022

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Copy forwarded for information / necessary action to:-

1. Officer Concerned.
2. PS to Secretary(TTE)
3. PA to Director (DTTE, HQ)
4. Dy. Director (Admn.) & (Vigilance) (DTTE, HQ)
5. Dy. Director (Trg.) (DTTE, HQ)
6. The Deputy Controller of Accounts, (DTTE, HQ).
7. Principal ITI Nand Nagari, ITI Jahangirpuri, ITI Mangolpuri & DAA Pusa.
8. DDO concerned through Principal concerned.
9. System analyst, Computer Cell (DTTE HQ) with the request to upload the same on Department Website.
10. Guard File.



Section Officer (E-II)