



Industrial Training Institute

GOVT. OF NCT OF DELHI

INDUSTRIAL TRAINING INSTITUTE, JAIL ROAD
HARI NAGAR, NEW DELHI-110064

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No. F.1(259)/Admn./JR/2020/ 1601

Dated:- 5/3/20

OFFICE ORDER

On attaining the age of superannuation i.e. 60 years , Ms. Savita Khatri working as Group Instructor in this institute will stand retired from Government Service with effect from **30-09-2026 (A/N)**. Her date of birth as per office records is 30.09.1966.

(RATNESH KUMAR MISHRA)
VICE PRINCIPAL/ H.O.O.

No. F.1(259)/Admn./JR/2020/

Dated:-

Copy forwarded for information & necessary action to:-

1. PS to Director, DTTE (HQ), Pitam Pura, Delhi
2. The Deputy Director (E-II), DTTE (HQ), Pitam Pura, Delhi.
3. Vigilance Officer, DTTE (HQ), Pitam Pura, Delhi with the request to forward the Vigilance Clearance in r/o Ms. Savita Khatri, G.I.
4. Accounts Officer, DTTE (HQ), Pitam Pura, Delhi..
5. PAO-XX, Rajouri Garden, New Delhi.
- ✓ 6. Computer Cell, DTTE (HQ), Pitam Pura, Delhi with the request to update the website accordingly
7. The Principals, all ITIs under the department of Trg. & Tech. Education.
8. DDO, ITI Jail Road, New Delhi.
9. Ms. Savita Khatri , G.I. ITI Jail Road, with the request to submit the requisite pension papers within stipulated period i.e. three months prior to retirement.
10. Service Book of Official concerned.
11. Guard file

(RATNESH KUMAR MISHRA)
VICE PRINCIPAL/ H.O.O.