

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT: SERVICES-I BRANCH  
DELHI SECRETARIAT: 7<sup>TH</sup> LEVEL: B-WING  
I.P. ESTATE: NEW DELHI  
<http://services.delhigovt.nic.in>  
Tel:011 - 23392038

F.8/18/2007/S.I/

ORDER No: 645

Dated: 26-12-19

The Competent Authority is pleased to grant 02 days Casual Leave to Ms. Garima Gupta, IAS (AGMUT:2004), Director (DAM) & VC (DAMB) holding additional charges of MD (SRDC) & Member Secretary (Delhi Commission for Women) for 24.12.2019 and 26.12.2019 on personal grounds.

Further, the Competent Authority is pleased to order the following link officer arrangement during the leave period of Ms. Garima Gupta, IAS :-

- i) Shri Sanjay Goel, IAS (AGMUT:2004), Special Secretary (UD) shall be the link officer for the charge of MD (Sahjanabad Re-development Corporation Ltd.).
- ii) Ms. Shilpa Shinde, IAS (AGMUT:2006), Special Commissioner (T&T) shall be the link officer for the charge of Member Secretary, Delhi Commission for Women.
- iii) Director (DIP) being the 1<sup>st</sup> link officer shall look after the charge of Director (DAM) & VC (DAMB).

(ASHWANI KUMAR MEHTA)  
DEPUTY SECRETARY-I (SERVICES)

Dated: 26-12-19

F.8/18/2007/S.I/

Copy to the :

1. Principal Secretary to Lt. Governor, Delhi.
2. Additional Secretary to Chief Minister, Govt. of NCT of Delhi.
3. Secretary to Dy. Chief Minister, Govt. of NCT of Delhi.
4. Secretary to Speaker, Delhi Vidhan Sabha, Delhi.
5. Secretary to Deputy Speaker, Delhi Vidhan Sabha.
6. Secretaries to all Ministers, Govt. of NCT of Delhi.
7. OSD to Leader of Opposition, Govt. of NCT of Delhi.
8. OSD to Chief Secretary, Govt. of NCT of Delhi.
9. Additional Chief Secretary (Home/L&B), Govt. of NCT of Delhi.
10. Secretary-cum-Commissioner (Development), Govt. of NCT of Delhi.
11. Secretary (SW & WCD), Govt. of NCT of Delhi.
12. Ms. Garima Gupta, IAS, Director (DAM) & VC (DAMB), Govt. of NCT of Delhi.
13. Shri Sanjay Goel, IAS, Special Secretary (UD), Govt. of NCT of Delhi.
14. Ms. Shilpa Shinde, IAS, Special Commissioner (T&T), Govt. of NCT of Delhi.
15. All Pr. Secretaries/Secretaries /Spl. Secretaries/Addl. Secretaries, GNCTD, Delhi.
16. All HODs/Local Bodies/Public Undertakings, Govt. of NCT of Delhi, Delhi.
17. Director (DIP), Govt. of NCT of Delhi -1<sup>st</sup> link officer of Director (DAM) & VC (DAMB).
18. P.A to Secretary/Special Secretary/Dy. Secretary (Services), Govt. of NCT of Delhi.
- ✓ 19. Section Officer, Services Department, Govt. of NCT of Delhi- *with the direction to upload this order on the website of Services Department.*
20. Section Officer, Confidential Cell, Services Department, Govt. of NCT of Delhi.
21. PAO VI/ PAO concerned, Govt. of NCT of Delhi, Delhi.
22. Guard file/Personal file.

Copy forwarded to the :

1. Under Secretary (UTS-I), Govt. of India, Ministry of Home Affairs, North Block, New Delhi.
2. Research Officer, Career Management Division, Govt. of India, Department of Personnel and Training [Room No. 215], North Block, New Delhi.

(ASHWANI KUMAR MEHTA)  
DEPUTY SECRETARY-I (SERVICES)