

Government of NCT of Delhi
Information Technology Department
9th Level, B-Wing, Delhi Secretariat
I.P. Estate, New Delhi-110002

No.F.7(6)/CCU-IT/DEO/2024/ 5483-5552

Date: 29/08/24

To

All the Pr. Secretaries/Secretaries/HODs,
Government of NCT of Delhi.
New Delhi.

Sir/ Madam,

I am directed to convey that the Information Technology Department, GNCTD is in the process of Cadre Restructuring of I.T. Cadre of GNCTD.

It is therefore requested to provide the information in the attached PROFORMA alongwith copy of orders or relevant documents pertaining to creation and continuation of the sanctioned posts of IT Cadre officers/ officials in your department, latest by 15-09-2024 so that further action may be taken regarding recruitment/ promotion against these posts as part of the Cadre Restructuring.

This issues with the prior approval of the competent authority.

(Encls: as above)

Yours Faithfully



(R.K. Saini)

Dy. Secretary (IT)

No.F.7(6)/CCU-IT/DEO/2024/ 5483-5552

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Copy to:

1. PS to Pr. Secretary (IT), Information Technology Department, GNCTD, Delhi Secretariat, New Delhi.
2. All Section Officers, I.T. Department, GNCTD, Delhi Sectt., New Delhi.
3. Website in-charge, Information Technology Department, GNCTD with the direction to upload this order on the website.



(R.K. Saini)

Dy. Secretary (IT)

PROFORMA

Name of the Department.....

Sl. No.	Name Of Post	Scale Of Pay	Sanctioned post		Filled Post		Vacant Post		No. of Persons Hired On Contract Basis Against Vacant posts	Persons Hired On Outsourced Basis (without Sanctioned Post)	Remarks
			Temp orary	Perm anent	Temp orary	Perm anent	Temp orary	Perm anent			
1	Joint Director										
2	Sr. System Analyst (previously System Analyst)										
3	System Analyst(Previously Programmer)										
4	Data Processing Assistant (Previously Astt. Programmer)										
5	I.T. Assistant-Grade-D (Previously Data Entry Operator Grade-D)										
6	I.T. Assistant-Grade-B (Previously Data Entry Operator Grade-B)										
7	I.T. Assistant-Grade-A (Previously Data Entry Operator Grade-A)										

Note: (i) Please attach copy of post creation/continuation order for each post

(ii) If any post has been approved to be filled on outsourced/contract basis, copy of such order/approval may also be attached.