

Reminder

GOVERNMENT OF NCT OF DELHI
INFORMATION TECHNOLOGY DEPARTMENT
'9TH' LEVEL, B-WING, DELHI SECRETARIAT
NEW DELHI-110002

No. F.7(6)/CCU-IT/DEO/2024/ 6016-6080

Dated: 19.09.24

To

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

Sub: Process of Cadre Restructuring of IT cadre of GNCTD.

Madam/Sir,

Please refer to this office letter No. F.7(6)/CCU-IT/DEO/2024/5483-5552
Dated 29/08/2024 on the subject cited above (copy enclosed).

In this regard, it is once again requested to provide the information in the
attached PRO-FORMA along with copy of orders or relevant documents pertaining
to creation and continuation of sanctioned posts of IT Cadre officers/ officials in
your department, latest by 04/10/2024 so that further action may be taken
regarding recruitment / promotion against these posts as part of the Cadre
Restructuring.

This may please be accorded TOP PRIORITY.

Yours faithfully,



Dy. Secretary (IT)

Encl.: As above.

No. F.7(6)/CCU-IT/DEO/2024/ 6016-6080

Dated: 19.09.24

Copy to:

1. PS to Pr. Secretary (IT), I.T. Department, Govt. of NCT of Delhi, 9th Level, B-Wing, Delhi Secretariat, New Delhi All Head of Departments concerned, Govt. of NCT of Delhi.
2. The Section Officer (Admn.), I.T. Department, Govt. of NCT of Delhi, 9th Level, B-Wing, Delhi Secretariat, New Delhi.
3. Website In-charge, I.T. Department, Govt. of NCT of Delhi, 9th Level, B-Wing, Delhi Secretariat, New Delhi for uploading in the Website.



Dy. Secretary (IT)

34/c

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

Date: 29/08/24

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 Asst. 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.