

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF NCT OF DELHI
COMPUTER SECTION

No.: *CompDiv/DD(Sys)/2022/0-114*

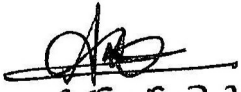
Dated: *25/05/2022*

Subject: e-Office Implementation in DUSIB.

This is with reference to order No. F.6(457)/IT/eOffice/2015/Part File/2169-2238 dated 23.05.2022 issued by Department of IT, Delhi Govt. wherein, eOffice Implementation guidelines have been issued. Also input data formats pertaining to **Employee Master Database / E-File Fields / Employee Directory Services, Employee Basic Information, Infrastructure Assessment Details** have been attached which have to be got filled by the respective departments for onward transmission to Department of IT, Delhi Govt. and NIC eOffice Division. It has been decided that all the Department / Autonomous / Local Bodies will switch over to eOffice completely by 30.06.2022.

In view of above, it is requested all section heads may please direct the officials / staff working under the respective sections / divisions to download the above mentioned forms from the **DUSIB Website** where they have been placed in the **Circulars & Order under the eOffice link**. The required data will be filled up in the respective forms and same (soft copy) will be forwarded to IT Department at itdusib@gmail.com latest by 31st May, 2022.

This issues with the prior approval of Chief Engineer (Electrical / IT).


25.05.2022
Dy. Director (System)

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Copy to:

1. PS To CEO for kind information of latter please.
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