

Delhi Urban Shelter Improvement Board
Government of NCT of Delhi
(Administration Branch)
F-04, Vikas Estate, ITO, Delhi-110002

No.: GA/1076/01/Misc/Admn./2025/D-78

Dated: 17/06/2025

OFFICE ORDER

Chief Executive Officer, DUSIB vide order dated 17.06.2025 is pleased to constitute a Core Group who will assist the office of Chief Executive Officer in the following matters:

- Preparation of PowerPoint Presentations (PPTs) for meetings, reviews, and briefings at various levels.
- Liaison and coordination with different branches/divisions of DUSIB to obtain necessary reports, data, and updates in a time-bound manner.
- Compilation, collation, and structuring of information received from various sources for presentation.
- Organising logistical and administrative support for the meetings being attended by the CEO, DUSIB including documentation and follow-ups.
- Any other work being assigned by the CEO, DUSIB.

The following officials are nominated as members of the Core Group in addition to the present assignment being handled:

Sr. No.	Name of official (Sh.)	Designation	Present Posting	Mob. No.
1	Ajay Kumar Mishra	Asstt. Director	Administration, Vigilance and RP Cell	7411188161
2	Milan Kumar	J.E (Civil)	Office of C.E	9149152472
3	Deepak Yadav	J.E (Civil)	Horticulture	8765715323

All branches/divisions are hereby requested to extend full cooperation to the Core Group members for effective discharge of their assigned responsibilities.

This issues with the approval of CEO, DUSIB.


(P.K.Jha)

Pr. Director (Admn.)

To

All concerned officials

Copy to:

1. PS to CEO for kind information of CEO, DUSIB
2. PS to Member (Admin./Finance/Engg.) for kind information of Member (Admin./Finance/Engg.)
3. Chief Engineer, DUSIB
4. All SEs/EEs/Coordination
5. All Directors/Dy. Directors
6. B&FO/Dy. CA, DUSIB
7. Dy. Director (IT)- with a request to upload on DUSIB website
8. Notice Board
9. Office copy/ Guard file


DD (Software) IT
Programmer


17/06/2025