

दिल्ली विकास प्राधिकरण
DELHI DEVELOPMENT AUTHORITY
[वित्त एवं व्यय]
[Finance & Expenditure]

O.O. No. 43

Dated: 22/07/2024

OFFICE ORDER

Based on the requests received for procurement of laptop as per DDA's the laptop policy, the Competent Authority is pleased to approve the requests of following officers in the Finance Wing:

| Sanction No. | Name of Officer | Desgn. | Present place of posting |
|--------------|--------------------|--------|---|
| 34 | Rakesh Kumar Meena | AO | FM office/FAA, VKSC, BGNSC |
| 35 | Roshan Mishra | AO | Budget/ LMA/LC-Project |
| 36 | Suraj | AAO | A/C Main |
| 37 | Ankush Bansal | AO | Works-I/NG-II/NG-IV |
| 38 | Sonal Gupta | AAO | Medical Cell-I |
| 39 | Samarth Kumar | AO | CAU(Hort.) |
| 40 | Bharat Bhushan | AAO | CAU(Hort.) |
| 41 | Sanjay Kumar | AAO | Pension Cell |
| 42 | Sumit | AO | LSA-I, RPD-2, HD-2 |
| 43 | Shailja Yadav | AAO | HAC |
| 44 | Himanshu Garg | AO | CAU(Rohini), ELD-7,12, RMD-2,3 |
| 45 | Sudipti Jain | AO | Rohini Accounts, Estt. (Gaz.) |
| 46 | Girish Pathak | AO | Estt./NG-II, Damage |
| 47 | Tarun Khanna | AO | Estt./NG-IV, NG-III |
| 48 | Hashmat Abbas | AAO | Cash (Main) |
| 49 | Sandeep | AAO | Cash (Main) |
| 50 | Deepak Rathi | AO | FO to CE(H) |
| 51 | Anamika Kumari | AAO | Dwarka(H)/HAC |
| 52 | Sunil Kumar | AO | LSA-I and LC (Coord.), RPD-13, RMD-8 & RPD-12 |
| 53 | Aarti | AAO | CAU(SZ) |
| 54 | Abhay Goel | AAO | Accounts (Main), NMD-2 |
| 55 | Sujeet Kumar | AAO | Internal Audit(Field), DSC-17, DSC-8 |

The above approval is subject to the following conditions:

- I. An officer will be entitled to procure only one Laptop irrespective of the number of charges he/she holds.
- II. The Laptop is linked to an individual and not linked to any particular post.
- III. All officers (including those covered in F&E O.O. 28 dated 30.04.2024) must adhere to the laptop policy of DDA issued by Director System vide F.No. SYS/F3/0002/2023/LRP/O/oDIR(Systems)/97 dated 18.07.2024. for all purpose.



Dy. CAO (F&E)

No. FE.98(01)2024/DDA /255
E-Office Computer No. 78882

Dated: 22/07/2024

Copy to:

1. PS to FM, DDA for kind information;
2. PS to CAO, DDA for kind information;
3. Director(System) for kind information;
4. Accounts Officer(Contingency) for kind information;
5. Accounts Officer, Cash (Main) for kind information;
6. Officer Concerned;
7. Guard File.



Dy. CAO (F&E)