

**GOVERNMENT OF NCT OF DELHI
INFORMATION TECHNOLOGY DEPARTMENT
CADRE CONTROLLING UNIT
9th LEVEL, B-WING, DELHI SECRETARIAT, NEW DELHI**

F.No. A-27/1/2025-CCU-ITD/E-237388/ 5632-5691 Dated: 22/07/25

CIRCULAR

Subject: Reg. Encadrement of IT Cadre Posts.

This Department has initiated the process for preparing the post based roster of IT Cadre related posts for their promotion and making amendment in the various Recruitment Rules of IT cadre posts.

In order to process the matters, information/documents/post creation orders in respect of all newly IT Cadre posts, recently created by various departments of GNCTD, duly approved by the Hon'ble LG, Delhi, are required to be sent in IT Department through e-office for encadrement of these newly created posts.

This issues with the prior approval of Secretary (IT).

Yours faithfully,



Section Officer (CCU)

F.No. G-15/2/2025-CCU-ITD/E-238133/ 5632-5691 Dated: 22/07/25

Copy for information to:-

1. All ACSs/Pr. Secretaries/Secretaries/Head of Departments of GNCT of Delhi.
2. PS to Secretary (IT).
3. HOO (IT).
4. Website In-charge, Deptt. of IT, GNCTD with the direction to upload this order on the website.
5. Guard File.