

**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/ 7567-71 Dated: 22/10/2025

OFFICE ORDER

Sub: Consolidated instructions for grant of permission/approval for Ex-India private visits of officers/officials of IT Cadre under IT Department, GNCTD.

In pursuance of instructions/guidelines issued by Services Department office memorandum No. F.8/24/2022/S.1/2310-2316 dated 02.07.2025, the Chief Secretary, GNCT of Delhi is pleased to order the following delegation of powers to the Authorities mentioned below for grant of permission/approval for Ex-India private visits of Officers/Officials of IT Cadre under IT Department, GNCT of Delhi:

S. No.	Category of Officers/Officials of IT Cadre under IT Department	Competent Authority
1	All officers of IT Cadre like Jt. Director, Sr. System Analyst/ Deputy Director (IT), System Analyst/Assistant Director (IT) & Data Processing Assitant/Technical Officer (IT) Group 'A' & 'B' (Gazetted).	Chief Secretary, GNCT of Delhi
2	All officials of IT Cadre like IT Assistant Grade 'A', 'B' and 'D' (Non Gazetted) Group 'C'.	Addl. Chief Secretary/Pr. Secretary/Secretary/Head of Department (IT)

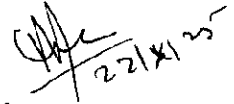
Other provisions of Services Department OM dated 02.07.2025 referred to above must be strictly adhered to.

(K. Murugan)
Jt. Director/Head of Office (IT)

F.No. G-15/2/2025-CCU-ITD/E-238133/ 7567-71 Dated: 22/10/2025
Copy for information to:-

1. All ACSs/Pr. Secretaries/Secretaries/Head of Departments of GNCT of Delhi.
2. Staff Officer to Chief Secretary, GNCT of Delhi, 5th Level, Delhi Sectt. IP Estate, New Delhi-02.
3. Joint Director (IT)/HOO (IT).
4. PS/PA to Pr. Secretary/Special Secretary (IT).
5. All branch incharges of IT Deptt.
6. Website In-charge, Deptt. of IT, GNCTD with the direction to upload this order

on the website.
7. Guard File.


(K. Murugan)
Jt. Director/Head of Office (IT)