

F.No. DGT-A-32013/9/2018-(Adm.II)
Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Employment Exchange Building,
Near Govt. ITI, Pusa, Pusa Complex,
New Delhi-110012
Dated: 16.08.2021

OFFICE ORDER No. 30/2021

The approval of the President is hereby conveyed for promotion of Smt. Mahima Totla, Training Officer (Women Training) Group 'B', Gazetted, Pay Matrix Level-7) of Directorate General of Training, General Central Service, Non-Ministerial, Group 'A' Gazetted, Pay Matrix Level-10) purely on 'ad-hoc' basis from the date of joining the post till 10.02.2022 or till the posts are filled up on regular basis, or subject to further orders whichever is earlier.

2. The ad-hoc promotion is subject to the following conditions:-
 - a) If she desires to avail promotion to the post of Assistant Director of Training (ADT) (WT) on ad-hoc basis she is directed to submit her joining report to her superiors within seven days from the date of issue of this Order i.e. latest by 23.08.2021, failing which her ad-hoc promotion will be liable to cancelled apart from debarment from ad-hoc promotions or other suitable consequences.
 - b) The ad-hoc promotion shall not confer any right on her to continue in the post of Assistant Director of Training (WT) indefinitely or for inclusion in the select List for regular promotion to the grade or to claim seniority in the grade.
 - c) The ad-hoc promotions shall be initially for a period from the date of joining till 10.02.2022 or till the posts are filled up on regular basis or subject to further orders, whichever is earlier.
 - d) The ad-hoc promotions may be terminated at any point of time without giving any reason therefor.
 - e) The ad-hoc promotions will take effect from the date of assumption of charge to the post of Assistant Director of Training (WT).
3. HoD, NSTI(W) Jaipur is requested to send the joining report of Smt. Mahima Totla after assuming the charge of ADT latest by 24.08.2021 to DGT(HQr.)
4. This issues with the approval of the Competent Authority.



(Sonu Bhatia)

Under Secretary to the Government of India)

Copy to:

1. Smt. Mahima Totla, TO(WT), NSTI(W), Jaipur
2. All Directors/Deputy Secretaries in DGT (HQ).
3. All the HoDs of Fields Institutes/offices under DGT.
4. Sr. PPS to Secretary, Sr. PPS to DG(T), PPS to DDG(SS).
5. Pay & Account Officer, MSDE, New Delhi.
6. IT Cell: For uploading the order on DGT Website.
7. Establishment -I/II Section, DGT, MSDE, New Delhi.
8. DDO, Cash Section of DGT, New Delhi (2 Copies).
9. Personal File/Service Book of Smt. Mahima Totla.
10. Office Order Folder.



(Sonu Bhatia)

Under Secretary to the Government of India)