


दिल्ली विकास प्राधिकरण (कार्मिक शाखा)-III बी-316, तीसरी मंजिल, विकास सदन, आईएनए, नई दिल्ली 110023 फ़ोन नंबर 011-24661188/1189		DELHI DEVELOPMENT AUTHORITY (PERSONNEL BRANCH)-III B/316, 3 rd FLOOR, VIKAS SADAN, INA, NEW DELHI 110023 Ph No. 011-24661188/1189
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PERS/PIII/0004/2024/F8/-AD(PB-III)/987

Date: 5 / 6 / 2025

CIRCULAR NO: 34 / 2024

This is in continuation to this office Circular No.49/2024 dt. 29.11.2024, all the eligible candidates (List enclosed as Annexure-A) are directed to attend the training programme for Paper-I & II from **09.06.2025 to 12.06.2025** as per the schedule provided by the Training Department (copy enclosed).

All the eligible candidates are hereby directed to intimate directly to Training Department regarding discrepancy, if any, found in their contact no. or E-mail id.

Training schedule for computer literacy will be issued separately in due course of time.



(Raman Khanna)
Dy. Director (P)-III

Copy to: -

1. PS to Commissioner (Pers.)/ Director (P)-II.
2. All Branch Officers of the Authority with the request to bring this circular to the notice of the employees working under them.
3. Dy. Director (Systems)/ PMIS with a requested to upload the same on DDA's Website & Notice-Board of E-office.
4. Dy. Director (Training) for kind information.
5. Notice Boards, Vikas Sadan/E-office Notice Board etc.



Asstt. Director (P)-III

**LIST OF ELIGIBLE CANDIDATES FOR LIMITED DEPARTMENTAL
COMPETITIVE EXAMINATION FROM THE POST OF SSA TO ASO**
(Candidates who applied in response to Circular No. 49/2024)

S. No.	Name	Father/Husband Name (Sh.)	Category (Whether SC/ST/OBC)	Date from which current pay is being drawn	Present Posting Since	Mobile no.
1	Ajay Kumar	Rati Ram	Gen	31.12.2020	LD/CL	9560485115
2	Ajay Singh	Inderpal Singh	Gen	31.12.2020	Dir.(LC)/LSA-I, 14.02.2022	7835808019
3	Alok Mishra	Ramakar Mishra	Gen	31.12.2020	OSB, 30.04.2024	9582806884
4	Amit Sehrawat	Satbir Singh	Gen	01.01.2022	CE, Narela	9599368005
5	Arun Kumar	Ram Bhool Singh	SC	30.12.2019	Dir.(Estt.)/W/ C, 23.06.2023	9810899175
6	Arun Sharma	Rakesh Sharma	Gen	31.12.2020	Sr. Arch. (UP&DUHF)	8860543520
7	Ashish Kumar	Ramesh Babu	SC	31.12.2020	LD(Coordination), 26.07.2024	9910567465
8	Ashwini Sharma	Brahm Prakash	Gen	31.12.2020	CR Cell, 31.12.2020	9711676500
9	Avinesh Kaushik	Kishan Swaroop Kaushik	Gen	30.12.2019	VC, Sectt, 30.12.2019	8860391833
10	Dinesh Kumar	Jay Prakash Sharma	Gen	31.12.2020	SFS/Allotment/H, 29.08.2024	9971666815
11	Dinesh Kumar	Attar Singh	Gen	31.12.2019	HCD-5. 23.07.2024	770390585
12	Gaurav Bhasin	Krishan Lal Bhasin	Gen	31.12.2019	Medical Cell	9810672546
13	Harpreet Singh	Kuldeep Singh	Gen	31.12.2019	CAU(Rohini)	9999389722
14	Jai Prakash	Sukh Lal	Gen	31.12.2020	Narela Project Zone, 03.12.2024	9810653334
15	Jaideep Sehrawat	Ranvir Sehrawat	Gen	31.12.2019	HCD-8	8802165657

16	Kamlesh Kumar	Chandu Lal	Gen	31.12.2020	AO/ Dwarka/NPS, 23.06.2023	8882092350
17	Krishan Kumar	Mahavir Singh	Gen	31.12.2020	LSB-I, 01.05.2024	9671464733
18	Kumme Ram Meena	Ram Kishan Meena	ST	01.01.2022	AO/EZ/NPRS, 16.06.2023	9555850724
19	Laxman Lal Meena	Heera Lal Meena	ST	31.12.2019	AVO-4&5, VIG	9311542491
20	Mahipal	Braham Dutt	Gen	31.12.2020	AO/Estt/Gazt. , 31.12.2020	9810229725
21	Mani Shankar	Rajeshwar Singh	Gen	31.12.2020	EE, DPD-I	9354903028, 9013554410
22	Manish Kumar	Anand Swarup	Gen	31.12.2020	PB-2, 28.08.2024	9811935970
23	Manish Kumar	Azad Singh	Gen	06.02.2020	HD Dwarka	9810707315
24	Manish Kumar	Somdutt	Gen	31.12.2019	RMD-8, 29.07.2024	7206870292
25	Manisha Srivastava	Prashant Saxena	Gen	.04.2021	Security Cell, 06.08.2024	9971177974
26	Manoj Kumar	Kishan Pal Singh	SC	31.12.2020	IL/LD, 18.09.2024	9810135467
27	Manoj Kumar Dabas	Ram Kumar	Gen	31.12.2019	PD-5, 12.10.2021	9212995654
28	Md. Sajid Suhail	Md. Suhail	Gen	31.12.2020	LPD Section	9811320323, 9599559323
29	Mohammad Hasan	Ahmed Raza	OBC	31.12.2020	AVO(Admn.) Vigilance	8826196475
30	Mohit	Inder Pal	SC	31.12.2020	PM-UDAY	9910840660, 7303473579
31	Mohit	Mahajinder Singh	OBC	30.12.2019	PMUDAY	9560435935
32	Mohit Kumar	Gokul Chand Sharma	Gen	31.12.2020	Damage, 27.09.2024	9557759199, 8077050693
33	Mukesh Chand Meena	Omkar Meena	ST	01.01.2022	AO(H)/SZ/NP RS	8285662595
34	Munish Kumar	Desh Raj	Gen	31.12.2020	ELD-2, 09.08.2024	9990495740

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35	Naresh Bisht	Dhyan Singh Bisht	Gen	31.12.2020	FM Office, 31.12.2020	9899809150
36	Naveen Kumar	Babu Ram	Gen	31.12.2020	PM-UDAY/PC-103, 10.06.2024	7503331060
37	Naveen Kumar	Jai Prakash	OBC	30.12.2019	Janta Allotment, 10.04.2024	9654277276
38	Naveen Kumar	Om Parkash	OBC	31.12.2020	SE/NCC-2, 29.07.2024	7838186938
39	Naveen Thakran	Rajender Singh	Gen	30.12.2019	NPD-9, 02.08.2023	9999500505
40	Neeraj Jain	Mahesh Kumar	Gen	31.12.2020	LAB(LIG)/H, 01.09.2022	9212202760
41	Nidhi Singh	Gaurav Kumar	SC	30.12.2019	LM(Coordn.), 02.04.2024	9891296438
42	Nitin Kumar	Achal Singh	OBC	31.12.2019	HD-VIII, 04.07.2023	9211477949
43	Nitin Kumar Sharma	Santosh Kumar	Gen	31.12.2020	PB-I, 31.12.2020	9560016689
44	Pankaj	Radhey Shyam	SC	01.01.2022	Dir.(Plg.)/Zone, A&B	7042811296
45	Pankaj Kumar Khatri	Surender Khatri	OBC	01.01.2022	EE(NPD-5), 17.11.2023	9990795999
46	Pardeep	Babu Ram	Gen	01.01.2022	AO(CS), 21.08.2023	9999880874
47	Pardeep Kumar	Ram Mehar Singh	Gen	31.12.2019	HD-5, 07.05.2022	9103333000
48	Pardeep Kumar	Ram Niwas	Gen	31.12.2019	DD(Hort.)/HD-10	9312298926
49	Parveen	Kartar Singh	Gen	31.12.2019	A.O (Estt.) Gaz.	9813878979
50	Pawan	Ram Singh	OBC	31.12.2019	SLO/H	9891735983
51	Pinki Bhutani	K K Bhutani	Gen	31.12.2019	EE/OPD-5, 29.03.2023	9818874611
52	Piyush Kumar Rao	Lala Ram Rao	SC	31.12.2020	LAB(SFS)/H, 18.04.22	8527107570
53	Preeti Vats	Piyush Sharma	Gen	01.01.2022	SWD-8 Accounts DMD-II	9953720970
54	Pyare Lal Meena	Sarchanda Meena	ST	31.12.2019	DD(Hort.-1), 31.12.2019	9013697252

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55	Radhey Shyam Meena	Girraj Prasad Meena	ST	31.12.2019	AO/Gen/H	9718286306
56	Rafeek Ansari	Alamgir Ansari	OBC	01.01.2022	SE(E)SZ, 09.09.2022	9990020153
57	Rajesh Meena	Jagdish Prasad Meena	ST	01.03.2021	CB/NMD-3	8505879682
58	Rajvati	Ram Baran	OBC	30.12.19	R&D (Main), 02.12.2024	9560724545
59	Rakesh Kumar Sharma	H C Sharma	Gen	01.01.2022	EE/NMD-4(WD-5), 10.08.2021	9968441262, 9910097762
60	Ram Kishan Meena	Prasad Lal Meena	ST-PH	08.07.2020	PMUDAY, PC-105	9971181211
61	Ramdas Meena	Ram Charan Meena	ST	31.12.2019	HD-7, 01.03.2023	8920737827
62	Ramesh Chand Meena	Battu Ram Meena	ST	30.12.2019	Hort.-8, 19.06.2023	9968514134
63	RatanPal Singh	Rajender Prasad	SC	01.01.2021	AO/CAU/SZ, 01.03.2024	9555999429
64	Rauf Ahmed	Amir Ahmed	Gen	31.12.2020	HCD-X, 01.07.2022	9953468146
65	Rishab	Om Pal Singh	Gen	31.12.2020	SE/NCC-1	9555296654
66	Rohit	Daya Chand	SC	31.12.2020	R&D(System), 25.04.2024	9810998830
67	Roop Ram Meena	Bhori Lal Meena	ST	31.12.2019	Dir.(Plg.) UC&J	7042977671
68	Sachin Mor	Surender Singh	Gen	01.01.2022	EE(NPD-3), 07.07.2021	7015544990
69	Sandeep Kumar	Prem Singh	Gen	31.12.2019	Dir(Plg.), AB-III, Zone C&G, 16.12.2021	9306377238
70	Sanjay Kumar	Rajbir Singh	Gen	24.12.2020	SLO-LD	9873080127, 8448459963
71	Sapna Chauhan Solanki	W/o Saurabh Solanki	Gen	31.12.2019	CR Cell, 15.09.2021	8527955126
72	Shelly	Vikas Choudhary	Gen	31.12.2020	QAC, 31.12.2020	9650626067
73	Sudesh Kumar	Mahavir Singh	Gen	31.12.2019	EE(E)/ELD-10	9650950702

74	Sumit Dabas	Satish	Gen	31.12.2019	Addl. Chief Architech, Rohini Zone, 03.07.2017	9910903811
75	Sunny	Ashok Kumar	Gen	01.01.2022	CE, Narela Zone, 11.11.2022	9582104583
76	Sunny Dayol	Braham Prakash	SC	31.12.2020	PC- 102/PMUDAY , 10.06.2024	9911935950
77	Sunny Gahlawat	Naresh Kumar	Gen	31.12.2019	PMUDAY, PC- 106, Paschim Vihar	9466492278
78	Sunny Gupta	Ujagarmal Gupta	Gen	31.12.2020	IL,LD 08.08.2024	9958550911
79	Sunny Panwar	Prahlad Singh	Gen	31.12.2019	AO(PE), 14.06.2023	9811333378
80	Vijaypal Singh	Devi Singh	OBC	18.12.2015	EMD-5, 01.04.2023	9958581969
81	Vikas Malik	R S Malik	Gen	01.01.2022	Addl. Commr (Plg.)-I	9315092873
82	Vinod Kumar	Jai Pal Singh	Gen	31.12.2020	PM-UDAY/PC- 103, 10.06.2024	9254258128
83	Vipin Kumar	Pritam Singh	Gen	31.12.2020	HD-VII, 12.07.2024	9868344716
84	Virender Kumar	Omprakash	SC	31.12.2020	PC-108, PMUDAY, Laxmi Nagar, 10.06.2024	9718594908

विकास प्राधिकरण
प्रशिक्षण विभाग
सी-1/316, तृतीय तल, विकास सदन,
आई.एन.ए., नई दिल्ली-110023
दूरभाष न. 011-2466-1545/1505



DELHI DEVELOPMENT AUTHORITY
TRAINING DEPARTMENT
C-1/316, 3RD FLOOR, VIKAS SADAN
INA, NEW DELHI-110023
Ph. No. 011-2466-1545/1505

No. PERS/TRG/0001/2022/F1/-AD(TRAINING DEPTT.)/116

Dated:- 26/05/25

To,

The Dy. Director (PB)-III
B-Block, 3rd Floor, Vikas Sadan
INA, New Delhi 110023

Dy. No. 1937
Date 26/5/24
PB-III

Sub: Training Programme for applicants of Limited Departmental Competitive Examination for the post of Assistant Section Officer (ASO).

Please refer to your letter No. PERS/PIII/0004/2024/F8/-AD(PB-III)/362 dt, 16.04.2025 regarding Training Programme for applicants of Limited Departmental Competitive Examination for the post of Assistant Section Officer (ASO).

In this regard, the Training Department has prepared a Training Schedule (theoretical) for the applicants as per the syllabus attached to the above-said letter. The details of the Training Schedule are as under:-

Sr. No.	Subject	Date and Time	Faculty
1.	General Hindi a. Writing a paragraph, Note, or letter on the Official subject. b. Making précis of a given official paragraph. c. Translation of a paragraph from English to Hindi and Hindi to English and 10 words in each English and Hindi d. Testing the ability of the candidate to write correct English/Hindi in day-to-day	09.06.2025 10:00 AM to 01:00 PM	Sh. Bhoj Prakash, (External Faculty) Mob. 9868527462
2.	Official definitions, abbreviations, and delegation of various types of powers to the officers of the DDA viz administrative, financial, management and disposal of properties.	09.06.2025 02:00 PM to 05:00 PM	Sh. Rajinder Singh, AO (Retd.), DDA Mob: 8126772141
	Self Study Time	09.06.2025 05:00 PM to 06:00 PM	
3.	Management of Housing Estate in DDA a. Type of Housing scheme and flats in DDA. b. Procedure for disposal of built-up flats.	10.06.2025 10:00 AM to 01:00 PM	Sh. Harish Chand Sharma, Dy. Director, DDA Mob: 7042361509
4.	General English a. Writing a paragraph, Note or a letter on the Official subject. b. Making précis of a given official paragraph. c. Translation of a paragraph from English to Hindi and Hindi to English and 10 words in each English and Hindi d. Testing the ability of the candidate to write correct English/Hindi in day to day	10.06.2025 02:00 PM to 05:00 PM	Sh. Rohit Mathur, Dy. Director, DDA Mob: 9990141182
	Self Study Time	10.06.2025 05:00 PM to 06:00 PM	
5.	Lease Hold & Free Hold a. Procedure for execution of lease-deed in respect of flats and plots, mutation, transfer, gift and action and procedure for violation of lease terms.	11.06.2025 10:00 AM to 01:00 PM	Sh. Harish Chand Sharma, Dy. Director, DDA Mob: 7042361509

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	b. Procedure for conversion of residential properties from lease-hold to free-hold.		
6.	Principles and procedures of Management and Disposal of land under the control of DDA a. Acquisition of Land. b. Protection of Land. c. Management of Land. d. Disposal of Land.	11.06.2025 02:00 PM to 05:00 PM	Sh. Rajinder Prasad, (External Faculty) Mob: 9212643978
	Self Study Time	11.06.2025 05:00 PM to 06:00 PM	
7.	General Awareness/ General Knowledge Question on current events including culture, history, politics, elections, geography, sports, etc.	12.06.2025 10:00 AM to 01:00 PM	Sh. Pawan Kumar, Sr. Translator Mob: 9813126465
8.	Service Regulations a. The Delhi Development Authority Conduct Disciplinary and Appeal Regulation, 1999. Classification control and appeal rules, leave rules, pension rules etc. b. Questions on general subjects viz; advances, reservations for SC/ST, Physically handicapped, O.B.C.s, Staff Quarters and other establishment and administrative matters.	12.06.2025 02:00 PM to 05:00 PM	Sh. B. P. Bandhuni (External Faculty) Mob: 9868458430
	Self Study Time	12.06.2025 05:00 PM to 06:00 PM	
9.	Computer Literacy Training	Date to be decided by Dy. Director (Sys.)	Faculty to be decided by Dy. Director (Sys.)

The venue of the above-mentioned Training Schedule will be the **Auction Hall, Ground Floor, D-Block, Vikas Sadan.**

You are further requested to inform the participants regarding the schedule of the Training Programme.


This is issued with the approval of the Competent Authority.


(Amit Kumar Singh)
Dy. Director (Training)

Copy for kind information to:

1. PS to Commissioner (Pers. & Trg.)
2. PS to Director (Training)
3. Dy. Director (Sys.) with the request to make arrangements for the Computer Literacy Programme & Upload the schedule on DDA's website (Personnel>Training).
4. Exec. Engineer, SMD-4 for booking of Auction Hall, Ground Floor, D-Block for above mentioned dates of the Training Schedule.
5. Faculty concerned with a request to deliver lectures to the participants on the above-mentioned dates..




26/6/25
Asst. Director (Training)