

(2)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
REVENUE DEPARTMENT: DELHI
(GENERAL ADMINISTRATION BRANCH)
5, SHAM NATH MARG, DELHI-54

No.F.1 (704)/GA/Estt./2012/723

Dated: 23/06/2015

ORDER

In supersession of all previous orders, the allocation of work of Revenue Headquarter, amongst the Sub-Divisional Magistrates is hereby ordered as under with immediate effect:

S. NO.	Name of Officer & Designation	Work Allocation
1.	Sh. P.R. Kaushik SDM-I (HQ)/ Head of Office	1. Caretaking Branch including "Swachch Bharat Mission" work of HQ 2. RTI Cell 3. Work related to Yatras & Wakf Matters.
2.	Sh. Lalit Mohan, SDM -II (HQ)	1. Registration & Stamp Branch 2. Revenue Matters
3	Sh. S.K.Chugh, SDM -III (HQ)	1. General Administration Branch 2. Marriage cell 3. R&I and Control Room
4	Sh. Dinesh Jha, SDM IV (HQ)	1. Treasury Branch 2. Nazarat Branch & Central Record Room situated at Tis Hazari (Sh. Dinesh Jha, SDM -IV will function from Tis Hazari Office, Revenue Department)
5	Sh. Virender Singh SDM -V (HQ)	1. Co-ordination Branch 2. Legal & Judicial Cell 3. Any other work not allotted to any other SDM (He will occupy the room earlier occupied by Sh. Dinesh Jha, SDM-IV)
6	Sh. Vikas Pandey, SDM -VI (HQ)	1. Parliament Cell & Relief Branch 2. CCS Branch 3. Disaster Management including Flood & Fire work at HQ (except training & Planning which will be looked after by Ms. Nitika Pawar, IAS, SDM (Narela) in addition to already work allotted to her). (He will sit in the room of DDMA Branch)
7.	Sh. Tapan Jha, SDM -VII (HQ)	1. Vigilance Branch 2. Land Acquisition matters including connected court cases 3. Socio Economic Caste Census & Aadhar/UIDAI work. (He will assist Sh. Lalit Mohan, SDM-II (HQ) in Revenue matters including Registration & Stamp Branch)

The work of Civil Defence at HQ will be looked after by Sh. Satyendra S. Dursawat, IAS, SDM (Punjabi Bagh) in addition to already allotted work.

This issues with the approval of Secretary (Revenue)/Divisional Commissioner, Govt. of NCT of Delhi.



 (S.K.CHUGH) 23/6/15
Sub-Divisional Magistrate-III(HQ)

No.F.1(704)/GA/Estt./2012/723

Dated: 23/06/2015

Copy forwarded for information and necessary action to:-

1. All Dy. Commissioners of the Revenue Department, Delhi
2. Ms. Nitika Pawar, IAS, SDM (Narela), Revenue Deptt.
3. Sh. Satyendra S. Dursawat, IAS, SDM (Punjabi Bagh), Revenue Deptt.
4. SDM, I, II, III, IV, V, VI and VII (HQ), Revenue Department, Delhi
5. DCA (HQ), Revenue Department Delhi
6. AD (Planning), Tis Hazari, GNCTD
7. The System Analyst, Revenue Department (HQ) with the request to upload the order.
8. P.A. to Secy. (Revenue)/Divisional Commissioner, Delhi
9. P.A. to Addl. Secy. (Revenue),
10. Guard file.


 (S.K.CHUGH) 23/6/15
Sub-Divisional Magistrate-III(HQ)