

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



No.F.7 (06)/Misc./GA/Estt./DC/2015/Pt.file/ 76

Dated, 10/11/2017

To  
The SDM (HQ),  
All the Districts of Revenue Department,  
Govt. of NCT of Delhi,  
New Delhi

Sub:- Monitoring of progress in following three issues.

- a. ATRs to identity forms that are in vogue and shorten them to one page only.
- b. Status of implementation of Cabinet Decision No.2238 dated 03.11.2015 regarding adoption of self declaration/attestation of documents in place of Affidavits and attestation of documents.
- c. Status of updating of website of department.

Madam/Sir,

Please find enclosed herewith a copy letter No. 20/05/2013/AR/Pt.f./7009-16 dated 29.12.16 vide which it has been informed that a study team of AR Departemtn will visit on 18.01.2017 regarding on the above noted subject. It is requested to liaison and provide necessary inputs/information to the visiting team of AR Department.

Yours faithfully,

Encl. as above. 1

*mahe*  
(MAHESH CHANDRA SHARMA)  
Superintendent (GA)

Dated, 10/11/2017

No.F.7 (06)/Misc./GA/Estt./DC/2015/Pt.file/ 76  
Copy to :-

1. Joint Director (IT) with the request to upload the letter along with its enclosure on the web site of the Revenue Department.
2. Dy. Director (AR), Govt. of NCTof Delhi, Administrative Reforms Department, 7<sup>th</sup> Level, C-Wing, Delhi Secretariat, New Delhi-110002.
3. All the Branch Incharges of Revenue Department (HQ) with the request to liaison and provide necessary inputs/information to the visiting team of AR Department.
4. PA to Secretary(Revenue)/Divisional Commissioner.
5. PA to DC-(HQ)-I, II, III Revenue Department (HQ).
6. Guard File.

*mahe*  
(MAHESH CHANDRA SHARMA)  
Superintendent (GA)

*Adena*  
*PT 10/11/17*  
*upload on site*  
*S.A. (NA)*



**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**ADMINISTRATIVE REFORMS DEPARTMENT**  
**7th Level, C-Wing, Delhi Secretariat, New Delhi - 110 002**

Divisional Commissioner G.N.C.T. Delhi  
 Letter No. 362  
 03 JAN 2017  
 C.O. No. ....

F. No. 20/05/2013/AR/Pt.f/7009-16

Dated : 29/12/16

Subject: **Monitoring of progress in following three issues.**

- ATRs to identify forms that are in vogue and shorten them to one page only.
- Status of implementation of Cabinet Decision No. 2238 dated 03/11/2013 regarding adoption of self declaration/attention of documents in place of Affidavits and documents.
- Status of updating of websites of departments.

Divisional Commissioner (HQ.)  
 Revenue Department  
 06 JAN 2017  
 4444

A program of field visits has been scheduled as follows with the above purposes:

*OC(HQ.)*  
*4/1*

S. No.	Name of the Department	Name of the Officer/official	Date of Visit Diary No.....
01.	Transport Department	Dy. Director (AR) Sh. Shahid Khan, A.D Sh. Subodh Kumar, R.A	05.01.2017
02.	Food & Supply Department	Addl. Director (AR) Ms. Anita Stephen, A.D Smt. Ginni Kapoor, S.A	10.01.2017
03.	Social Welfare Department	Dy. Director (AR) Sh. Subhash Chand, A.D Smt. Vandana Mathur, R.A	12.01.2017
04.	Value Added Tax Deptt.	Addl. Director (AR) Sh. Shahid Khan, A.D Sh. Deobrat Kumar, R.A	17.01.2017
05.	Revenue Department	Addl. Director (AR) Sh. Naresh Kr. A.D Sh. Digamber Singh, R.A	18.01.2017
06.	Deptt. Of T & T.E	Dy. Director (AR) Sh. Naresh Kumar, A.D Sh. O. Gokul Das, R.A	19.01.2017
07.	Education Department	Addl. Director (AR) Sh. Subhash Chand, A.D Sh. Kumar Satyendra, R.A	24.01.2017
08.	Excise Deptt.	Dy. Director (AR) Ms. Anita Stephen, A.D Sh. Jitender Khilnani, R.A	31.01.2017

*6/1/17*

It is requested to kindly issue the directions to Officers/officials concerned to liaison and provide the necessary information/inputs as required by the Study team.

*SDM-III*

*Amitabh Joshi*  
 (AMITABH JOSHI)  
 DY. DIRECTOR (AR)

F. No. 20/05/2013/AR/Pt.f/7009-16

Dated : 29/12/16

Copy for information & necessary direction to:

- Divisional Commissioner, Revenue Deptt Sham Nath Marg, Delhi-54.
- Commissioner, Transport Department, 5 under Hill Road, Delhi-54.
- Commissioner, Food & Supply Department, K-Block, Vikas Bhawan, Delhi-02.
- Secretary, Social Welfare Department, GLNS Complex, Delhi Gate, Delhi-02.
- Commissioner, VAT Department, Vikari Kar Bhawan, I.P Estate, New Delhi.
- Secretary, Training & Technical Education, Muni Maya Ram Marg, Pitampura, Delhi.
- Secretary, Education Deptt. Old Secretariat, Delhi-54
- Commissioner, Excise Department, L-Block, Vikas Bhawan, Delhi-02.

O. S. G.A. (HQ)

Diary No. 160

Date..... 9/1/17

*195-SDM-III*

*Amitabh Joshi*  
 (AMITABH JOSHI)  
 DY. DIRECTOR (AR)

*Urgent - 9/1/17*

*circulate to all branches, All districts SDM(HQ)/Admin with necessary request to provide necessary inputs to the study team (AR Deptt.)*

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