

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

No. F.1(136)/GA/DC/HQ/2018/ 221

Dated:- 06/05/2022

ORDER

In supersession of all previous orders, the following work allocation among the Deputy Commissioner in Revenue HQ is hereby ordered with immediate effect:-

S. No	Name of the Officer with designation	Work Assigned
1.	Ms. R. Menaka, IAS, Deputy Commissioner(North), with the additional charge of Deputy Commissioner- I & II (HQ)	<ul style="list-style-type: none"> <li>• Coordination Branch (including Aadhar, SLBC, BBBP, Sale of Acid, PNDT Act, NHRC matters)</li> <li>• Public Grievances Cell (including PGC, PGMS, CM Janta Samwad, LG listening posts &amp; different grievance portals etc.)</li> <li>• Relief Branch (including Rajya Sainik Board)</li> <li>• Treasury</li> <li>• Land Revenue &amp; Land Acquisition matters</li> <li>• Any other unassigned matters</li> </ul>
2.	Sh. Bans Raj. DANICS, with the additional charge of Deputy Commissioner-III(HQ)	<ul style="list-style-type: none"> <li>• Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission)</li> <li>• Vigilance Branch</li> <li>• Central Record Room</li> <li>• CCS Branch</li> <li>• Marriage Cell</li> <li>• Nazarat</li> <li>• Legal &amp; Judicial (including DSLSA matters)</li> </ul>
3.	Ms. Sonalika Jiwani, IAS, Deputy Commissioner(South), with the additional charge of Deputy Commissioner-IV(HQ)	<ul style="list-style-type: none"> <li>• General Administration Branch</li> <li>• Care Taking Branch</li> <li>• Accounts &amp; Planning</li> <li>• Directorate of Civil Defence</li> <li>• IT Branch including E- District</li> </ul>
4.	Ms. Geetika Sharma, DM (North East), with additional charge of Special CEO, DDMA, Revenue Department and Special Secratry (Revenue)	<ul style="list-style-type: none"> <li>• RTI &amp; Appeal Cases</li> <li>• DUDA Branch (including MP/MLA-LAD, CLAD, Mohalla Sabha, Mohalla Clinics)</li> <li>• Election</li> <li>• NGT &amp; Environment matters</li> <li>• Socio Economic Caste Census Matters</li> <li>• Parliament Cell (including Parliament &amp; Vidhan Sabha Questions/Matters)</li> <li>• Census &amp; NPR 2020</li> </ul>
5.	Ms. Kriti Garg, DM (West) with additional charge of Deputy Commissioner (HQ)	<ul style="list-style-type: none"> <li>• Data Management on Containment Zone and other COVID Related Matters</li> <li>• Firms and Society Registration</li> <li>• Licensing</li> <li>• Stamp and Registration (including PID Act &amp; EoDB)</li> </ul>

*(Signature)*

This issues with the prior approval of Pr. Secretary(Revenue)-cum-Divisional Commissioner.

(R. R. SINGH)  
SDM-VI (HQ)

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Copy for information and further necessary action to:-

1. Special CEO, Disaster Management, Revenue Department, 5 Sham Nath Marg, Delhi-110054.
2. All Deputy Commissioners (HQ), Revenue Department, 5 Sham Nath Marg, Delhi-110054.
3. All District Magistrates, Revenue Department, GNCTD.
4. Controller of Accounts, Revenue Department, GNCTD.
5. All SDMs (HQ), Revenue Department, 5, Sham Nath Marg, Delhi-110054.
6. Sr. System Analyst, Revenue (HQ), with a request to upload the above order on Department's website and for updation of website accordingly.
7. PA to Pr. Secretary(Revenue) cum Divisional Commissioner, Revenue Department, 5 Sham Nath Marg, Delhi-110054.
8. All Section Officers, Revenue(HQ), 5 Sham Nath Marg, Delhi- 110054.
9. DDO, Revenue(HQ), 5 Sham Nath Marg, Delhi-110054.
10. Guard File.

(R. R. SINGH)