

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

No. F.1 (107)/GA/DC/HQ/2018/ 1451

Dated:- 06/08/2022

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, DM (North), with the additional charge of DC- I (HQ)	<ul style="list-style-type: none"><li>• Care Taking Branch</li><li>• Land Revenue &amp; Land Acquisition matters</li></ul>
2.	Ms. Monica Priyadarshini, IAS, DM (South) with additional charge of DC-II (HQ)	<ul style="list-style-type: none"><li>• Firms and Society Registration(including related I.T Projects)</li><li>• Stamp and Registration (including PID Act &amp; EoDB)</li></ul>
3.	Sh. Bans Raj, DANICS, with the additional charge of DC-III(HQ)	<ul style="list-style-type: none"><li>• Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission, Scholarship)</li><li>• Vigilance Branch</li><li>• Central Record Room</li><li>• CCS Branch and Marriage Cell</li><li>• Nazarat</li><li>• Treasury</li><li>• Legal &amp; Judicial (including DSLSA matters)</li></ul>
4.	Ms. Isha Khosla, IAS, DM(South-East), with the additional charge of DC-IV(HQ)	<ul style="list-style-type: none"><li>• IT Branch including E- District</li></ul>
5.	Ms. Ira Singhal, IAS, DC-V(HQ)	<ul style="list-style-type: none"><li>• Relief Branch (including Rajya Sainik Board)</li><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>• Census &amp; NPR 2020 and Socio Economic Caste Census Matters</li><li>• Parliament Cell (including Parliament &amp; Vidhan Sabha Questions/Matters)</li><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>• Any other unassigned matters</li></ul>
6.	Sh. Santosh Kumar Rai, DM(New Delhi) with additional charge of DC-VI	<ul style="list-style-type: none"><li>• Covid Branch</li><li>• Licensing</li><li>• Accounts &amp; Planning</li><li>• General Administration Branch</li><li>• Dte. of Civil Defence</li></ul>
7.	Sh. Sushil Singh, Special CEO, Disaster Management	<ul style="list-style-type: none"><li>• DDMA &amp; EOC</li></ul>

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

  
(Sharad Kumar)  
Sub Divisional Magistrate-III (HQ)

Copy for information and further necessary action to:-

1. Special CEO, Disaster Management, Revenue Department.
2. All Deputy Commissioners (HQ), Revenue Department.
3. All District Magistrates, Revenue Department, GNCTD.
4. Controller of Accounts, Revenue Department, GNCTD.
5. All SDMs (HQ), Revenue Department.
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. PS to Pr. Secretary (Revenue)-cum-Divisional Commissioner, Revenue
8. All Section Officers, Revenue (HQ).
9. DDO, Revenue (HQ).
10. Guard File.



(Sharad Kumar)  
Sub Divisional Magistrate-III (HQ)