

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/2018/1762


Dated:- 15/10/2022

ORDER

In supersession of all previous orders, the following work allocation amongst 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">• Care Taking Branch• Land Revenue & Land Acquisition matters
2	Ms. Sonika Singh, DANICS, DM (Central) with additional charge of DC-II (HQ)	<ul style="list-style-type: none">• Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission, Scholarship)• Vigilance Branch• CCS Branch and Marriage Cell• Legal & Judicial (including DSLSA matters)• DUDA Branch (including MP/MLA-LAD, CLAD, Mohalla Sabha, Mohalla Clinics)• Census & NPR 2020 and Socio Economic Caste Census Matters
3.	Ms. Isha Khosla, IAS, DM(South-East), with the additional charge of DC-III(HQ)	<ul style="list-style-type: none">• IT Branch including E- District
4	Ms. Ira Singhal, IAS, DC-IV(HQ)	<ul style="list-style-type: none">• Relief Branch (including Rajya Sainik Board)• RTI & Appeal Cases• Election• NGT & Environment matters• Parliament Cell (including Parliament & Vidhan Sabha Questions/Matters)• Coordination Branch (including Aadhar, SLBC, BBBP, Sale of Acid, PNDT Act, NHRC matters)• Public Grievances Cell (including PGC, PGMS, CM Janta Samwad, LG listening posts & different grievance portals etc.)• Firms and Society Registration(including related I.T Projects)• Stamp and Registration (including PID Act & EoDB)• Accounts & Planning• General Administration Branch• Any other unassigned matters
5.	Sh. Santosh Kumar Rai, DM (New Delhi) with additional charge of DC-V	<ul style="list-style-type: none">• Covid Branch• Licensing• Dte. of Civil Defence• Nazarat & Treasury, Central Record Room
6.	Sh. Sushil Singh, Special CEO, Disaster Management	<ul style="list-style-type: none">• DDMA & EOC

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


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

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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 Departments, 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)