

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/2018/1763

Dated:- 15/10/2022

ORDER

In supersession of all previous orders, the following work allocation amongst the Sub-Divisional Magistrates in Revenue HQ is hereby ordered with immediate effect:-

S. No.	Name of the Officer with designation	Work Assigned
1.	Sh. Balram Meena, SDM(Karol Bagh) with additional charge of SDM-I (HQ)	<ul style="list-style-type: none">• Stamp and Registration (including PID Act & EoDB)• Licensing• Firm & Society Registration• IT Branch
2.	Smt. Mithlesh Gupta, SDM-II (HQ)	<ul style="list-style-type: none">• Relief Branch (Including Rajya Sainik Board)• DUDA Branch (including MP/MLA-LAD, CLAD, Mohalla Sabha, Mohalla Clinics)• Legal & Judicial (including DSLSA matters)• NGT & Environment matters• R&I Cell
3.	Sh. Sharad Kumar, SDM-III (HQ)	<ul style="list-style-type: none">• General Administration Branch• Head of Office Revenue(HQ)• DDMA, EOC & Control Room• Care Taking Branch
4.	Sh. Manvinder Singh, SDM-IV(HQ)	<ul style="list-style-type: none">• CCS Branch and Marriage Cell• Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission, Scholarship)• Parliament Cell
5.	Sh.Arvind Kumar SDM-V (HQ)	<ul style="list-style-type: none">• RTI matters• Public Grievances Cell• Covid Branch• Elections• Census & NPR 2020, Socio Economic Caste Census Matters
6.	Ms. Shimray Asaiwo Bellrose (DANICS:2014)/SDM-VI(HQ)	<ul style="list-style-type: none">• Coordination Branch(including any other matter not assigned to any officer)• Land Revenue & Land Acquisition matters• Treasury & Nazarat, Central Record Room
7.	Pramod Kumar, SDM(HQ) distt. New Delhi with additional charge of SDM(HQ)	<ul style="list-style-type: none">• Vigilance Branch

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 (HQ).
5. All SDMs (HQ), Revenue Department (HQ).
6. PS to Pr. Secretary (Revenue)-cum-Divisional Commissioner.
7. DDO, Revenue Department (HQ).
8. All Branch-in-charges, Revenue Department (HQ).
9. Sr. System Analyst, Revenue (HQ), with a request to upload the above order on Department's website.
10. Officers concerned.
11. Guard File.



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