

## 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/2018/11317

Dated: 06/7/23

ORDER

In supersession to all previous orders, the following work allocation amongst Deputy Commissioners in Revenue HQ is hereby ordered with immediate effect:-

Sr. 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>Land Revenue &amp; Land Acquisition matters</li> <li>Caretaking Branch</li> <li>Accounts &amp; Planning</li> </ul>
2.	Ms. Sonika Singh, DANICS, DM (Central) with additional charge of DC- II (HQ)	<ul style="list-style-type: none"> <li>Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission, Scholarship)</li> <li>CCS Branch and Marriage Cell</li> <li>DUDA Branch (including MP/MLA-LAD, CLAD, Mohalla Sabha, Mohalla Clinics)</li> <li>Legal &amp; Judicial (including DSLSA matters)</li> </ul>
3.	Sh. Prince Dhawan, IAS, DM (West), with additional charge of DC - III (HQ)	<ul style="list-style-type: none"> <li>IT Branch including E - District</li> </ul>
4.	Sh. Anil Banka, DANICS, DM (East), with additional charge of DC - IV (HQ)	<ul style="list-style-type: none"> <li>Census &amp; NPR 2020 and Socio-Economic Caste Census Matters</li> <li>NGT &amp; Environment matters</li> <li>Coordination Branch (including Aadhar, SLBC, BBBP, Sale of Acid, PNDA Act, NHRC matters)</li> <li>Relief Branch (including Rajya Sainik Board)</li> <li>Any other unassigned matters</li> </ul>
5.	Sh. Santosh Kumar Rai, IAS, DM (New Delhi) with additional charge of DC - V (HQ)	<ul style="list-style-type: none"> <li>COVID Branch</li> <li>Licensing</li> <li>Dte. of Civil Defence</li> <li>Nazarat &amp; Treasury, Central Record Room</li> </ul>
6.	Ms. Isha Khosla, IAS, DM (South East) with additional charge of DC - VI (HQ)	<ul style="list-style-type: none"> <li>Stamp &amp; Registration Branch (including PID Act &amp; EoDB)</li> <li>Firms and Society Registration (including related I.T. Projects)</li> </ul>
7.	Sh. Arun Mishra, IAS, DM (North-East), with additional charge of DC-VII (HQ)	<ul style="list-style-type: none"> <li>General Administration Branch</li> <li>Vigilance Branch</li> <li>Parliament Cell (including Parliament &amp; Vidhaan Sabha Question/ Matters)</li> </ul>
8.	Sh. Sushil Singh, DANICS, Special CEO, Disaster Management	<ul style="list-style-type: none"> <li>DDMA &amp; EOC</li> <li>RTI &amp; Appeal Cases</li> <li>Election</li> <li>Public Grievances Cell (including PGC, PGMS, CM Janta Samwad, LG listening posts &amp; different grievance portals etc.)</li> </ul>

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

(Parmod Kumar)

Sub-Divisional Magistrate-I (HQ)

No. F.1(107)/GA/DC/HQ/2018/1317

Dated: 06/7/23

S.S.A.

Copy for information and further necessary action to:-

1. All Deputy Commissioners (HQ), Revenue Department.
2. All District Magistrates Revenue Department GNCTD.
3. Special CEO, Disaster Management Revenue Department.
4. Controller of Accounts Revenue Departments GNCTD.
5. All SDMs (HQ) Revenue Department.
6. Sr. System Analyst Revenue (HQ) with the 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.



(Parmod Kumar)  
Sub Divisional Magistrate-I (HQ)