

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE DIVISIONAL COMMISSIONER
GENERAL ADMINISTRATION BRANCH
5, SHAM NATH MARG, DELHI

No.F.1(107)/GA/DC/HQ/2018/ 1693

Dated:- 09/10/2024

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, ADM, (HQ)	<ul style="list-style-type: none"> • Policy issues w.r.t. stamp & registration/EoDB/PID Act, including all matters related to NGDRS. • Firm & Society Registration (including related I.T. projects). •
2.	Sh. Parmod Kumar SDM - I(HQ)	<ul style="list-style-type: none"> • Care Taking Branch. • Land Revenue & Land Acquisition matters (including Swamitva Scheme) • Stamp & Registration Branch • IT Branch including E-District. • Dilli Gramoday Abhiyaan.
3.	Sh. Bishamber Nath SDM- II (HQ)	<ul style="list-style-type: none"> • Relief Branch (Including Rajya Sainik Board). • Vigilance Branch. • Dte. of Civil Defence • Parliament Cell (including all matters related to Parliament & Vidhaan Sabha Question/matters). • CCS Branch and Marriage Cell
4.	Sh. Arvind Kumar, SDM- III (HQ)	<ul style="list-style-type: none"> • DUDA Branch (including MP/MLA-LAD, CLAD, Mohalla Sabha, Mohalla Clinics etc.) • Covid Branch. • Nazarat & Treasury, Central Record Room • Licensing Branch.
5.	Sh. Devendara, SDM- IV (HQ)	<ul style="list-style-type: none"> • Head of Office • General Administration Branch. • Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission, Scholarship) • Legal & Judicial (including DSLSA matters).
6.	Sh. Sharad Kumar, SDM- V (HQ)	<ul style="list-style-type: none"> • DDMA, EOC & Control Room. • RTI & Appeal cases. • Election Cell. • Public Grievances Cell (including PGC, PGMS, CM Janta Samwad, LG Listening posts & different grievance portal etc.). • NGT & Environment matters. • Census & NPR 2020, Socio Economic Caste Census Matters. • Coordination Branch(including Aadhar, SLBC, BBBP, Sale of Acid, PNDA Act, NHRC matters & child labour) • Any unassigned matters

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

Devendra
Sub Divisional Magistrate-IV(HQ)

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Copy for information and 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 (HQ).
5. All SDMs (HQ), Revenue Department (HQ).
6. DDO, Revenue Department (HQ).
7. All Branch-in-Charge, Revenue Department (HQ).
8. System Analyst, Revenue HQ, with the request to upload the above order on Department's website.
9. PA to Secretary (Revenue)-cum-Divisional Commissioner.
10. Guard file.



Sub Divisional Magistrate-IV(HQ)