

GOVT. OF NCT OF DELHI  
OFFICE OF THE REGISTRAR CO-OPERATIVE SOCIETIES,  
OLD COURT BUILDING, PARLIAMENT STREET, NEW DELHI-110001.

F.No.47/Misc/Sec-8/GH/2024/05

Dated : 06-01-2025

OFFICE ORDER

In supersession of all previous orders, the following work allocation is hereby done amongst the Staff of G/H Section – 8 of RCS Office with immediate effect till further orders:-

S. NO	NAME OF OFFICIALS	WORK ALLOCATED	LINK OFFICER
1.	Sh. Vinod Kumar, SO	To monitor & supervise all the work related to G/H Section – 8 and ensuring that all the work of G/H Section – 8 is done in a time bound manner.	Sh. Satish Kumar, ASO
2.	Sh. Satish Kumar, ASO	1. Compilation and Monitoring of report of all court cases pertaining to FC, DCT, District Court, High Court and Supreme Court. 2. Bills of Advocates. 3. All matters including Court cases of Societies having names starting with alphabets "T", "Va" to "Vh" (except Venus CGHS Ltd.)	Sh. Sunil Saini, Sr. Assistant
3.	Sh. Sunil Saini, Sr. Assistant	1. All the matters including court cases of societies having names starting with Alphabet "W, X, Y, Z" 2. Monitoring of Emails of the Section 3. Compilation and forwarding various Reports and any other misc. work which is not assigned to any of the staff of G/H Section – 8.	Sh. Satish Kumar, ASO
4.	Sh. Rajesh Chandra Joshi, Sr. Assistant	1. All the matters including court cases of societies having names starting with Alphabet "Vi" to "Vz" 2. All issues related to Venus CGHS Ltd. (including court cases and other various matters)	Sh. Krishan Rana, Sr. Assistant
5.	Sh. Krishan Rana, Sr. Assistant	1. All the matters including court cases of Societies having names starting with Alphabet "U" 2. Different portals like online RTI, VCIMS, PGMS, CPGRAM, LG Listening post etc and Monitoring record and movement of RTI & e-litigation module of G/H Section – 8.	Sh. Rajesh Chandra Joshi, Sr. Assistant
6.	Sh. Manjeet, MTS	Diary-Dispatch, Dak Distribution, Photocopy etc. of G/H Section – 8.	Sh. Krishan Rana, SA

(Alok GARG)  
Assistant Registrar (G/H Section - 8)

Copy to:-

1. PS to RCS.
2. P.A.to Addl. RCS
- ✓ 3. ARCS (IT) for uploading this order on the Website.
4. All concerned officials for strict compliance.