

GOVERNMENT OF NCT OF DELHI: REVENUE DEPARTMENT
Divisional Commissioner Office (General Administration Branch)
5 Sham Nath Marg, Delhi-54

No.F.1(107)/GA/DC/HQ/2018/1739

Dated:- 14/11/2025

ORDER

In supersession of all previous orders and in pursuance of joining of Sh. Mukesh Rajora as ADM(HQ), Revenue Department vide Services Department Order No. 405 dated 04.11.2025, the following work allocation amongst the ADMs and Sub-Divisional Magistrates in Revenue HQ is hereby ordered with immediate effect:

S. No.	Name of Officer & designation	Work Assigned
1.	Sh. Rakesh Kumar, ADM-1 (HQ)	- All matters related to Stamp & Registration. - All matters related to NGDRS. - IT Branch including e-District. - General Administration Branch. - Vigilance Branch.
2.	Sh. Mukesh Rajora, ADM-II (HQ)	- DDMA, EOC & Control Room. - RTI & Appeal cases. - EoDB/PID Act related matter. - Firm & Society Registration (including related I.T. projects of Firm & Society) - Licensing Branch.
3.	Sh. Parmod Kumar SDM -I(HQ)	- Head of Office - Election Cell. - Legal & Judicial Branch (including DSLSA matters). - Coordination Branch (including Aadhar, SLBC, BBBP, Sale of Acid, PNDT Act, NHRC matters & child labour) - Any unassigned matters
4.	Sh. Piyush Mohanty SDM -II(HQ)	- Land Revenue & Land Acquisition matters (including Swamitva Scheme) - Census & NPR 2020, Socio Economic Caste Census Matters. - Care Taking Branch. - Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission, Scholarship).
5.	Sh. Deepak Pundir SDM-III(HQ)	- DUDA Branch (including MP/MLA-LAD, CLAD, Mohalla Sabha, Mohalla Clinics etc.) - Parliament Cell (including all matters related to Parliament & Vidhaan Sabha Question/matters) - NGT & Environment matters. - Public Grievances Cell (including PGC, PGMS, CM Janta Samwad, LG Listening posts & different grievance portal etc.).
6.	Sh. Bishamber Nath, SDM-IV(HQ)	- Relief Branch. - Rajya Sainik Board. - Dte. of Civil Defence - Dilli Gramoday Abhiyaan. - CCS Branch and Marriage Cell. - Covid Branch. - Nazarat & Treasury, Central Record Room

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

Section Officer (GA)

763/17
14/11/25

No.F.1(107)/GA/DC/HQ/2018/1739

Dated:-14/11/2025

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. ADM(HQ)/All SDMs (HQ), Revenue Department (HQ).
6. Dy. CEO, Old St. Stephen's College Building, Kashmiri Gate, Delhi-110006.
7. DDO, Revenue Department (HQ).
8. All Branch-in-Charge, Revenue Department (HQ).
9. System Analyst, Revenue HQ, with the request to upload the above order on Department's website.
10. PA to Secretary (Revenue)-cum-Divisional Commissioner.
11. Guard file.


Section Officer (GA)

1739