

**OFFICE OF THE REGISTRAR COOPERATIVE SOCIETIES**  
**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI OLD**  
**COURT BUILDING, PARLIAMENT STREET, NEW DELHI 110001**  
**[GROUP HOUSING SECTION-VIII : W,X,Y & Z]**

**F. No. 47/Misc/AR/Sec.-8/GH/2022/49-53**

**Dated:28.10.2025**

**OFFICE ORDER**

Consequent upon internal transfer of Shri Hari Krishan, Senior Assistant from Group Housing Section-VIII to Personal Branch of Addl. RCS and simultaneously joining of Shri Vipin Kumar, Senior Assistant in this Section in terms of ARCS (Admn) Order dated 14.10.2025 and for the smooth and timely disposal, the work of Group Housing Section-VIII is hereby re-allocated amongst the officer/official with immediate effect, as under:-

<b>Sl. No.</b>	<b>Name of Officer/ Official</b>	<b>Work Allocated</b>	<b>Link Officer/ Official</b>
1.	Sh. Vipin Kumar, Sr. Assistant	<ol style="list-style-type: none"> <li>1. All matters, including dealing with and attending all Courts Cases i.e. Supreme Court/ High Court/ District Court/DCT/FC etc. of all the Co-operative Grouping Housing Societies starting with the alphabet (X &amp; Z) &amp; feeding data/ updation of data of these Cooperative Societies on NCDC portal in a time bond manner.</li> <li>2. All matters received as VIP reference and from agencies i.e. CBI, EOW etc. relating to Co- Operative Group Housing Societies starting with the alphabet X &amp; Z to be processed in a time bond manner.</li> <li>3. All matters/issues related to online portals i.e. VCIMS, PGMS, CPGRAMS and PGMS.</li> <li>4. Different portals like online RTI, LG Listening post etc &amp; Movement of RTI &amp; E-litigation module of G/H Section 8.</li> <li>5. Compilation and forwarding various Reports &amp; any other misc. work which is not assigned to any of the staff of G/H Section 8.</li> <li>6. Any other work assigned from time to time by the S.O. (GH Sec.8) and ARCS (GH Sec.8).</li> <li>7. Monitoring and dealing with the e mails of the GH Section.</li> <li>8. All matters/ issues related to Monitoring and processing of Advocate Bills &amp; off line RTI of the Section-8. Compilation and forwarding various Reports &amp; any other misc. work which is not assigned to any of the staff of G/H Section 8.</li> </ol>	Sh. Nafeesh Ahmed, A.S.O.

Further, Shri Vipin Kumar, Sr. Assistant shall be Link Officer of Shri Nafeesh Ahmed, ASO and work related to Dak/Diary/Dispatch of Section-8 be also looked after by him in absence of Shri Manjeet, MTS (Outsourced). Besides, the above dealing Assistant is hereby directed to maintain Assistant Diary Register in accordance with the Manual of Office Procedure.

*V.K. 28/10/2025*  
**Branch In-Charge/Section Officer**  
**Group Housing Section-VIII**

**F. No. 47/Misc/AR/Sec.-8/GH/2022/49-53**

**Dated: 28.10.2025**

**Copy to:-**

1. P.A. to RCS O/o RCS, for information.
2. P.A. to Addl. RCS O/o RCS for information.
3. ARCS (IT) for uploading this order on the department's website.
4. Sh. Nafeesh Ahmed, ASO
5. Sh. Vipin Kumar, Sr. Asstt.

*V.K. 28/10/2025*  
**Branch In-Charge/Section Officer**  
**Group Housing Section-VIII**