

**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/ 570

Dated: 21.04.2026

ORDER

In supersession of all previous orders, 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-I (HQ)	• All matters related to Stamp & Registration. • All matters related to NGDRS. • IT Branch including e-District. • General Administration Branch. • NGT & Environment matters.
2.	Sh. Mukesh Rajora, ADM-II (HQ)	• Firm & Society Registration (including I.T. related projects of Firm & Society) • Relief Branch. • Rajya Sainik Board. • Care Taking Branch. • Vigilance Branch. • Minority Affairs (including Delhi Waqf Board, Delhi State Haj Committee, Delhi Minorities Commission, Scholarship)
3	Sh. Himanshu Yadav, SDM-I(HQ)	• Census & NPR 2020, Socio Economic Caste Census Matters. • EoDB/PID Act related matter. • Licensing Branch. • Nazarat & Treasury, Central Record Room. • Public Grievances Cell (including PGC, PGMS, CM Janta Samwad, LG Listening posts & different grievance portal etc.).
4	Sh. Rajendar Kumar SDM-II(HQ)	• Parliament Cell (including all matters related to Parliament & Vidhaan Sabha Question/matters). • Legal & Judicial Branch (including DSLSA matters). • DUDA Branch (including MP/MLA-LAD, CLAD, Mohalla Sabha, Mohalla Clinics etc.) • Head of Office. • Election Cell.
5.	Sh. Bishamber Nath, SDM-III(HQ)	• Dte. of Civil Defence • Dilli Gramoday Abhiyaan. • CCS Branch and Marriage Cell. • Covid Branch. • Coordination Branch (including Aadhar, SLBC, BBBP, Sale of Acid, PNDT Act, NHRC matters & child labour) • RTI & Appeal cases. • Any unassigned matters.

contd.---

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6.	Sh. Aditya Kumar Asthana, SDM -IV(HQ)	• Land Revenue & Land Acquisition matters (including Swamitva Scheme) • DDMA, EOC & Control Room.
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This issues with the approval of Secretary (Revenue)-cum-Divisional Commissioner.


Section Officer (GA)

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Copy forwarded for information to the:-

1. All Deputy Commissioners (HQ), Revenue Department.
2. All District Magistrates, Revenue Department, GNCTD.
3. CEO, Disaster Management, Revenue Department.
4. Controller of Accounts, Revenue (HQ).
5. All ADMs(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. Asst. Director (IT), Revenue HQ, with the direction to upload the above order on Department's website.
10. PA to Secretary (Revenue)-cum-Divisional Commissioner.
11. Guard file.


Section Officer (GA)