



DEPARTMENT OF INDUSTRIES
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

4th FLOOR, UDYOG SADAN, PATPARGANJ INDUSTRIAL AREA, DELHI92

WORK ALLOCATION ORDER

In supersession of all earlier work allocation orders, the work allocation among the DCIs, SE and Section Officers is as follows:

Reporting Officer	DCI	WORK ALLOCATED	SO
ACS (Industries)/ CI (Industries)	Sh. Rajeev Chhabra, Adhoc-DANICS	1. Administration (HR)/ HOO 2. E-office	Sh. Kamal Joshi LO: Smt. Anita Chawla
	LO: Smt. Anita Bharal, Adhoc-DANICS	1. PMFME 2. EODB/CODB/RCB/BRAP 3. Single Window System 4. PM Gati Shakti/ LEADS/Logistics 5. Project Monitoring Group (PMG) 6. Rozgaar Budget - Gandhi Nagar Garment Hub 7. Rozgaar Budget - Dilli Bazaar 8. SLAB/HPC 9. National Retail Trade Policy 10. India Innovation Index 11. Global Competitive Index 12. District Investment attractiveness Index & Profiling	Smt. Manju Kohli LO: Smt. Padmaja K.
		1. Caretaking 2. Building Facility Management 3. Assistance to States for Infrastructure Development of Exports (ASIDE) 4. Loan & Recovery 5. Disposal of eviction cases of Zone-I.	Sh. Ashwani Mathur LO: Sh. Kamal Joshi
		1. Receipt and Issue Branch 2. Export/Export Index & Promotion. 3. District as Export Hub scheme (DEH)	Sh. Ravi kant Sharma LO: Sh. Rakesh Kumar Maan
		1. MSME/ MSEF Council/ ZED Scheme 2. Delhi Financial Corporation (DFC) 3. Delhi Productivity Council 4. Industrial Advisory Board	Smt. Padmaja K. LO: Smt. Manju Kohli
		1. DKVIB/ RGSRY/ PMEGP	Sh. Ramji Lal Meena LO: Sh. Nathi Ram

Reporting Officer	DCI	WORK ALLOCATED	SO
ACS (Industries) / CI (Industries)	Smt. Sabina Avasthy, Adhoc-DANICS LO: Smt. Anita Bharal, Adhoc-DANICS	1. Relocation of industrial units 2. Oxygen policy 3. Land Policy & Land Co-ordination 4. O&M of Industrial Estate 5. Rozgaar Budget - Dilli Electronic City 6. Rozgaar Budget - Regeneration of non-conforming industrial area. 7. Monitoring Committee in M. C. Mehta Case. 8. Disposal of eviction cases of Zone-IV. 9. Industrial Policy & related matters. 10. Policy Matters	Smt. Renu Arora LO: Sh. Prakash Chand Meena
		1. Flatted Factory Complex Jhandewalan & Wazirpur 2. MPD Matters 3. NCR Planning Board Matters 4. DSIIDC related matters 5. Rozgaar Budget - Redevelopment of Conforming areas. 6. DPIIT/ Licensing Committee	Sh. Prakash Chand Meena LO: Smt. Renu Arora
		1. Legal Cell 2. Disposal of eviction cases of Zone-II.	Sh. Nathi Ram LO: Sh. Rakesh Kumar
		1. Vigilance Branch	Sh. Ramji Lal Meena LO: Sh. Ashwani Mathur

Reporting Officer	DCI	SE	WORK ALLOCATED	SO
ACS (Industries) / CI (Industries)	Smt. Anita Bharal, Adhoc-DANICS LO: Smt. Sabina Avasthy, Adhoc-DANICS	Sh. Gajender Sharma, SE	1. CETP & Related Court Matters 2. Environment Related Matters	Sh. Rakesh Kumar LO: Sh. Nathi Ram
			1. STI ecosystem 2. Single use plastic 3. District Skill development plan & committee 4. Rozgaar Budget - Cloud Kitchen 5. Delhi Traders Welfare Board	
			1. Handloom & Handicraft 2. Nand Nagri & Bharat Nagar Weavers Complex. 3. Question Cell. 4. Disposal of eviction cases of Zone-III. (& other work assigned by DCI)	Sh. Rakesh Kumar Maan LO: Sh. Ravi kant Sharma
			1. FPI & EBIZ 2. Exhibition & IITF 3. E-Samiksha/Senior Officers' Meeting (The information shall be compiled by planning Branch) 4. Vision@2030/ Vision@2047. 5. Firms & Society.	Smt. Anita Chawla LO: Sh. Rakesh Kumar
			1. PGC/PGMS/LG Listening post 2. RTI/NHRC 3. Works related to Welfare Officer	Sh. Ramji Lal Meena LO: Sh. Ashwani Mathur

		2. Start-up Policy 3. Logistics & Warehousing Policy.	Smt. Manju Kohli LO: Smt. Padmaja K.
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This issues with the approval of the Additional Chief Secretary (Industries).

Digitally signed by
Kamal Joshi

Date: 06-01-2026

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Section Officer (HR)

Copy forwarded for information & necessary action to:

1. PPS to Additional Chief Secretary, Department of Industries
2. PS to Joint Commissioner, Department of Industries
3. Deputy Commissioner, Industries Department.
4. DDO, Industries Department
5. System Analyst, Industries Department to upload the order on the department website.