

MOST IMMEDIATE

No. 32/3/2010-Welfare
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhavan, Khan Market, New Delhi.
Dated the 17th January, 2011.

OFFICE MEMORANDUM

Subject: Nomination of Area Welfare Officers for the calendar years 2011 and 2012 for Delhi /
New Delhi.

The undersigned is directed to say that the officers, whose particulars are shown in the enclosed list, have been nominated as Area Welfare Officers (AWOs) for the Calendar years 2011 and 2012 for the Areas in Delhi/New Delhi indicated against their names, with the approval of Chief Welfare Officer, DOPT.

2. It is further stated that the tenure of the Area Welfare Officers mentioned in the list shall be up to 31.12.2012 or till his/her services are required by the Govt. or the officer resigns or retires from service, whichever is earlier. The AWOs will be entitled to avail of the facilities as decided by the Govt. from time to time. A list of their functions is also enclosed in Annexure- I, along with the list.



(B.K.Chugh)
Director(W)
Tele. No.24624722

Encl. : As above

To

1. All Ministries/Departments of the Government of India.
2. Chief Secretary, Govt. of NCT of Delhi.
3. All Area Welfare Officers (As indicated in the list).
4. Secretaries of all recognized RWAs (as per list).

P.T.O.

5. Chairman, D.T.C., I.P. Estate, New Delhi – 110002.
6. Commissioner of Kendriya Vidyalayas Sangthan, JNU Campus, New Delhi.
7. Vice Chairman, DDA, Vikas Sadan, INA colony, New Delhi.
8. Chief General Manager, Mahanagar Telephone Nigam Ltd., Khurshid Lal Bhawan, New Delhi.
9. Chief Post Master General, Delhi Circle, Meghdoot Bhawan, Jhandewalan, N. Delhi.
10. General Manager, Delhi Milk Scheme, West Patel Nagar, New Delhi.
11. Shri Mehar Singh, Secretary, GKK, Samaj Sadan, Lodhi Road Complex, N. Delhi.
12. DG (Works), CPWD, Nirman Bhawan, New Delhi.
13. NDMC, New Delhi.
14. DGHS, Ministry of Health, Nirman Bhawan, New Delhi.
15. M.C.D., New Delhi.
16. Technical Director, NIC, Lok Nayak Bhawan for uploading the O.M. on the DOPT's website under Welfare Section.

Note:

- i) It is requested that the list of Area Welfare Officers may be brought to the notice of all concerned officers/local authorities with the direction that full cooperation should be extended to the AWOs in the matters pertaining to the Central Govt. Employees of the area under their jurisdiction.
- ii) Nominated AWOs are requested to inform the local authorities Civil/Police Authorities about their nomination as Area Welfare Officer.



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FUNCTIONS OF AREA WELFARE OFFICER

1. To function as coordinating officer between the CGHS Dispensary and its beneficiaries regarding complaints from either side.
2. To attend to all emergency hospital work like help in expeditious hospitalisation of serious cases, attending to complaints regarding hospital care, etc.
3. To serve on the CGHS Area Advisory Committee for considering suggestions for the improvement of service and facilities.
4. To act as liaison officer for Community Hall and look to its proper functioning and improvement.
5. To act as liaison officer between the Ministry of Personnel, PG and Pensions and the local Association in all matters and disputes and to mediate in election disputes at the request of the parties.
6. To investigate all cases of neighbourly disputes referred to him by the Deptt. of Personnel and furnish report on the basis of which action- can be taken by the Directorate of Estates for shifting the erring party to another locality.
7. To act as liaison officer between the Associations and Municipal authorities in all Companies regarding civic services, water electricity, street lighting, drainage, bus service, sanitary service and vaccination and inoculation services.
8. To act as liaison officer with local police authorities regarding any incident in the locality involving law and order.
9. To act as liaison officer with the Education Directorate regarding complaints about school timing, admission etc.
10. To act as liaison officer between the Co-operative consumer store and the beneficiaries in the area.
11. To act as liaison officer between CPWD authorities and the allottees regarding Complaints lodged with the CPWD Enquiry office for their speedy disposal.
12. To keep in touch with all the social and cultural bodies in the area.
13. To act as liaison officer with all activities of Grih Kalyan Kendra in the area including 'Creche'.
14. To act as liaison officer between the colony and the Central Secretariat Sports Control Board in all activities of the Board.
15. To mediate in family dispute to bring about harmony in the home life in the Context of Home Ministry circular for maintaining the wife in a reasonable comfort and matter relating to notation of monogranacy.
16. To assist and cooperate in campaigns and measures such as vaccination in Oculation blood donation family planning etc., launched by the Ministry of Health and Family Planning.

Note: The above list is only illustrative and not exhaustive.

**List of Officers selected for nomination as Area Welfare Officer (AWO) for the
Calendar Years 2011 and 2012 in Delhi / New Delhi**

Sl. No	Name & residential address of the officers Shri/Smt.	Degn./Name of Ministry/Deptt. where working	Name of Area (s)	Tel. No. (Residence)	Tel. No. (Office)	CGHS Disp. Number
1	R.P. Gautam, 109-S, Aram Bagh, New Delhi – 110055	Asstt.Meteorologist-II, Min. of Earth Science	Aram Bagh X, Y, Z Qtrs.	9868493960	43824504	55 Chitragupta Road
2	Bhupal Singh, Sector II/125, Type III, Sadiq Nagar, N.Delhi-49.	Section Officer, Min. of Earth Sciences	Sadiq Nagar Sector I & II	26252367 9811231965	24306838	63 Sadiq Nagar
3	Dr. Jai Prakash Doctor's Flat 2, North Avenue, N. Delhi-110001	Chief Med. Officer, CGHS First Aid Post, Parliament House	North Avenue, J, H Blocks, KB Marg, President Estate	23092924 9868539305	23017275	31 North Avenue
4	Devender Singh, DII-245, Vinay Marg, Chanakya Puri, New Delhi-110021	Joint Secretary, Lok Sabha Secretariat	Chanakya Puri	26882345 9868543636	23034414	23 Chanakya Puri
5	Sanjeev Chandra, 663, Sector 19, Pkt. 2, DDA, SFS Flats, Dwarka, N. Delhi-110075	Deputy Director, Rajya Sabha Secretariat	Dwarka (Sectors 9, 10, 11, 18, 18A, 19)	28041091 9013504560	23034030 23034208	36 A Dwarka
6	Upender Singh Bhandari, 589,Sector 13, Pkt. B, Ph.2,(Metro view Apartment), Dwarka, N. Delhi-110075	Senior Private Secretary, Rajya Sabha Secretariat	Dwarka (Sectors 13, 14, 16A, 17A, 17E & 17D)	28031419 9868883974	23017355 23034695	36-A Dwarka
7	Sanjit Choudhury, C-287, Albert Square, Gole Market, New Delhi – 110001	Section Officer, Ministry of Communications & Information	Albert Square (Sector C & D), Mandir Marg	65064300 9968097446	24301963	01 Gole Market
8	Vipin Mangla, C5A/99, Janak Puri, New Delhi- 110058	Director, Central Water Commission	Janak Puri	25541113 20270638	26109024	58 Nangal Rai 61 Janak Puri
9	V.K. Pathak, 424/1, Laxmi Vihar, Burari, Delhi-110084	Asstt. Director Rajya Sabha Secretariat	Kingsway Camp	27613515 27612237 7827267408	23034266 23034233	60 Kingsway Camp
10	Sanjay Anand, N-1, 2 nd Floor, Mukherjee Nagar, Delhi – 110009	Welfare Officer, Min. of Railway, (Railway Board)	Mukherji Nagar Model Town, Vijay Nagar	27655233 9717647085	23303477	60 Kingsway Camp

11	Vijay P. Goel, D-II/119, West Kidwai – Nagar, N. Delhi – 23.	Dy. Director General, Min. of Human Resources Dev.	Kidwai Nagar (West)	24674379 9868284379	23381484	Kidwai Nagar (West)
12	S.S. Kamboj, 6/642, Lodhi Colony, New Delhi – 110003	Section Officer, Min. of Personnel P G & Pensions (DOPT)	Lodhi Colony (NDMC Area)	24656642 9968099944	23092240	09 Ali Ganj & 10 Lodhi Colony
13	Jagdish Kumar, 613, Laxmi Bai Nagar, New Delhi – 110023.	Director Rajya Sabha Secretariat	Laxmibai Nagar (Type III & IV Qtrs.)	26880775 9868223511	23034061	15 Laxmi Bai Nagar
14	Rakesh Kumar, 1785, Laxmi Bai Nagar, New Delhi	Bench Officer (on deputation) Central Electricity Regulatory Commission (Min. of Law - mainly)	Kidwai Nagar (East) and Laxmi Bai Nagar (Type II Qtrs.)	9868502052	23353503	12 Kidwai Nagar
15	Ram Swarup Suman, 404, MS Flats, North-West Moti Bagh, New Delhi – 110021	Senior Accounts Officer, Ministry of Textile	Moti Bagh – I.	24104344 9810454732	23061115	16 Moti Bagh
16	Ajay Nagpal, B-588, Sudershan Park, New Delhi-110015	Private Secretary, Min. of Finance (Deptt. of Revenue)	Moti Nagar	65466792 9810657582	23092686	53 Rajouri Garden
17	Sukh Lal Meena, RZF-2/81, Gali No. 3, Nasir Pur Rd., Mahavir Enclave, N.Delhi – 45.	Under Secretary, M/Finance, Deptt. of Expenditure	Palam Gaon, Mahavir Enclave, Mangla Puri, Nasir Pur, Durga Park, Raj Ngr., Sadh Nagar	25030999 9868282749	24627920	66 Palam Colony
18	P.D. Sharma, A-2473, Netaji Nagar, New Delhi-110013	Deputy Chief Accounts Officer, ITBP, M.H.A.	Netaji Nagar	26875312 9968305712	24368142	21 Netaji Nagar
19	Manju Aggarwal (Mrs.), A-163, Prashant Vihar, Sector 14, Rohini, New Delhi- 85	Senior P. P. S., Ministry of Railway, (Railway Board)	Prashant Vihar & Pitampura	27561779 9958293621	23382122	81 Pitampura

20	Dr. Dinesh Baswal, A-3/155, Paschim Vihar, New Delhi -110063	Assistant Commissioner (MH) Min. of Health & FW	Paschim Vihar (A-3, A-4, A-5, B-1 & B-2)	25251648 9868214888	23062288	80 Paschim Vihar
21	Arun Kumar, 142, Pocket 25, Sector 24, Rohini, Delhi -110085	Asstt. Director Rajya Sabha Secretariat	Rohini	9968280116	23034030	86 Rohini
22	Vijay Kumar Sharma, 1008, Sector VIII, R.K. Puram, N. Delhi-22	Assistant Director, (Official Language) Min. of Defence	R.K. Puram Sector VIII & IX	26160516 20321324	26163398 26103346	52 R.K. Puram
23	M.P. Narang, 1025, Sector VIII, R.K. Puram, N.Delhi-22.	Asstt. Engineer, Min. of Urban Development	R.K. Puram Sector VII & XII	26172923	26194056 26191980	52 R.K. Puram
24	Rahul Kashyap, 555, Sector 3, R.K. Puram, N. Delhi-22	Under Secretary, PESB, DOPT	R.K. Puram Sector 1, 2, 3 & Nivedita Kunj	26176884 9891105275	24361632	D-50 R.K. Puram Sector 3
25	Abhay Jain, 595, Sector IV, R.K. Puram, N. Delhi-22.	Under Secretary, Department of Commerce	R.K. Puram Sector IV, V & VI	9968092852	23062222	43, R.K. Puram
26	Suresh Kumar, WZ-106/68-69, Rajouri Garden Extn., New Delhi-110027	Sr. Private Secy., Rajya Sabha Secretariat (Udyog Bhawan)	Rajouri Garden	25438880 9968308880	23017355	53 Rajouri Garden
27	R.S. Meena, B-717, Sarojini Nagar, New Delhi-	Section Officer, PESB, DOPT	Sarojini Nagar B, C & D.	9654683678	24363817	21 Sarojini Nagar
28	Manbar Singh, XY-64, Sarojini Nagar, New Delhi - 110023	Section Officer, Min. of Information & Broadcasting (M/ Corporate Affairs)	Sarojini Nagar A, E, F, G, GI, DG, BD, XY Blocks & Nauroji Nagar	9873214840	23385382	13 & 30 Sarojini Nagar & Nauroji Nagar
29	S.C. Lathar, 4/2307, Bihari Colony, Shahdra, Delhi - 32	Under Secretary, M/Agriculture, D/Animal Husbandry, Dairying & Fisheries	Shahdra, Bhola Nath Nagar, Vishwas Nagar	22304679 9312636335	23382863	49 Mansrover Park
30	R. Vinayan, 63, Type IV, Sector III, Sadiq Nagar, N. Delhi	Section Officer, Deptt. of Telecommunications	Sadiq Nagar Sector III	26265251 9871439456	23036418 23036490 23372258	63 -Sadiq Nagar & Andrews Ganj

31	Sube Singh, 867, F- Type, Near Gurdwara, Timar Pur, Delhi-110054	Section Officer, Min. of Defence	Timar Pur	23818939981981 8236777	23012200	07 Timar Pur
32	Bhushan Lal, 3719/8, Narang Colony, Tri Nagar, Delhi-35	Private Secretary, Ministry of Labour & Employment	Tri Nagar Keshavpuram Rampura	27394656 9891369990	23710178 23473127	64 Tri Nagar
33	Praveen Kumar, 904, Block No. 18, BKS Marg, New Delhi	Asstt. Director Rajya Sabha Secretariat	BKS Marg, DIZ Area, H, J & K Blocks	9868238316	23034228	31 North Avenue
34	J.S. Rawat, KG-3/129, Vikas Puri, New Delhi 110018.	Welfare Officer, Deptt. of Food & Public Distributer	Vikas Puri	9868664236	23383148	74 & 17 A Vikas Puri
35	Rakesh Kumar, Type III/94, North West Moti Bagh, New Delhi - 110021	Private Secretary, Project Seabird, H.Q., Ministry of Defence (F.H.Q.)	Moti Bagh North West	26881912 9717841820	26181172	16 Moti Bagh
36	Ravindra Kumar, F-1717/S-1, 3 rd Floor, Dilshad Colony, Delhi-95.	Deputy Director, Ministry of Civil Aviation	Dilshad Colony, Navin Shahdra, Mansrover Park	22357776 9868146552	24611362	87, 49 Dilshad Colony
37	K.B. Nair, A-1/83, Mayur Vihar, Phase III, Delhi-110096.	Under Secretary, Ministry of Steel	Mayur Vihar	22617876	23061601	Mayur Vihar
38	Manoj K. Patariya, 25/3, Sector I, Pushp Vihar, New Delhi - 110017	Director, Sc. 'C', Ministry of Science & Technology	Pushp Vihar Sector I, III, IV, V & VII.	29565872 9868114548	26537976	65 Pushp Vihar
39	Sudershan S. Balouria, 97, Sector III, Type IV, Sadiq Nagar, N. Delhi-49	Deputy Director, NIC, Deptt. of Information Tech.	Srinivaspuri	9868129149 9899089791	24305444	37 Srinivas-puri
40	Tarsem Chand, C-10. Andrews Ganj, New Delhi - 110049	Director, Finance/ Financial Services	HUDCO Place, Andews Ganj Extn. & P.V. Hostel	26265999	23340673	Pragati Vihar
41	Yash Pal, 39/4, Andews Ganj, New Delhi - 110049	Desk Officer, Deptt. of Personnel & Training	Andews Ganj	26268526	23094824	63 Andews Ganj
42	R.P. Bhatia C-82, Phase IV, Ashok Vihar, Delhi - 110052	Section Officer, Ministry of Home Affairs	Ashok Vihar	27306752 9810038363	24618706	62 Ashok Vihar