

IMMEDIATE

No.32/11/2016 -Welfare  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
(Welfare Section)

3<sup>rd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi.  
Dated the 20<sup>th</sup> February, 2017

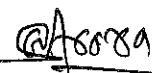
OFFICE MEMORANDUM

**Subject: Nomination of Area Welfare Officers for the calendar years 2017 and 2018 for Delhi**

Shri Anurag Kumar, IPS has been nominated as Area Welfare Officer for the calendar years 2017 and 2018 as per detail given below:-

S. No.	Name(Shri)/Residential Address and Contact no.	Designation/Ministry/ Department	Name of Area(s)	CGHS WC Number
1.	Anurag Kumar, IPS Quarter No.: D-II / 178, 1 <sup>st</sup> Floor, Type : 5, Kaka Nagar New Delhi – 110003 Office – 23438216 Resi. – 23072529 Mb. - 9654046664 <a href="mailto:anuragkumar.nia@gov.in">anuragkumar.nia@gov.in</a> <a href="mailto:anuragj7kumar@gmail.com">anuragj7kumar@gmail.com</a>	National Investigation Agency, MHA	Kaka Nagar and Bapa Nagar	Dr. Zakir Hussain Road (D44)

2. Tenure of Shri Anurag Kumar as Area Welfare Officer shall be up to 31.12.2018 or till his services are required by the Government or the officer resigns or retires from service whichever is earlier. He will be entitled to avail of the facilities as decided by the Government from time to time. A list of functions of AWO is also enclosed.



(G.S. Arora)  
Chief Welfare Officer (RWA)  
Tel: 24624821

To

1. Deputy Inspector General (Admn), NIA, Hqrs, 6<sup>th</sup> and 7<sup>th</sup> Floor, NDCC –II Building, Jai Singh Road, New Delhi - 110001
2. Chief Secretary - Govt. of NCT, Delhi.
3. Shri Anurag Kumar, Area Welfare Officer- he may inform the local Civil Authorities/Police Authorities about his nomination as Area Welfare Officer.
4. Commissioner, Kendriya Vidyalaya Sangthan, Shaheed Jeet Singh Marg, New Delhi.
5. Secretary, GKK, Samaj Sadan, Lodhi Road Complex, New Delhi.
6. DG (Works), CPWD, Nirman Bhawan, New Delhi.
7. DGHS, Ministry of Health, Nirman Bhawan, New Delhi.
8. NDMC, Palika Kendra, Sansad Marg, New Delhi.

9. Vice Chairman, DDA, Vikas Sadan, INA Colony, New Delhi.
10. Chief General Manager, MTNL, Khurshid Lal Bhawan, New Delhi.
11. Chief Post Master General, Delhi Circle, Meghdoot Bhawan, Jhandewalan, New Delhi.
12. General Manager, Delhi Milk Scheme, West Patel Nagar, New Delhi.
13. Chairman, DTC, I.P. Estate. New Delhi 110092.
14. NDMC, Palika Kendra, Sansad Marg, New Delhi.
15. Commissioner, Delhi Police, I.P. Estate, Delhi-2.
16. MD, Delhi Metro, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi-1
17. MD, Mother Dairy Fruit & Vegetable Pvt. Ltd., A-3, Sector-1, Noida (UP) 201301.

@Arora

(G.S. Arora)  
Chief Welfare Officer (RWA)  
Tel: 24624821

## 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 services 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 Associations 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 complaints 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.