

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 31<sup>st</sup> January, 2017

OFFICE MEMORANDUM

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


In continuation to this Department's Office Memorandum of even number dated 30<sup>th</sup> December, 2016, Shri J. M. Singh has been re-nominated as Area Welfare Officer for the calendar years 2017-18.

2. Accordingly, the area of Central, South and Navi Mumbai has been re-distributed between Shri G. Devdas and Shri J.M. Singh, Area Welfare Officers as under:-

S. No.	Name(Shri)/Residential Address and Contact no.	Designation/Ministry/ Department	Name of Area(s)	CGHS WC Number
1.	G. Devdas 227/3253 CGS Colony, Sector-6, Antop Hill, <b>Mumbai</b> Office - 022-22014556, 022- 22014957 Resi. - 9757394427 Mb. - 08108210532 <a href="mailto:acharydevdas@gmail.com">acharydevdas@gmail.com</a>	Senior PS, Income Tax Appellate Tribunal, Min. of law & Justice, Mumbai	Antop Hill and Wadala areas in Central Mumbai	-
2.	J.M. Singh Type IV/6, HPT, AIR Colony Marve Road Malad W, Mumbai-400095 Office-022-28882976 Resi. - 022-28803064 Mb. - 09167366090, 09869437218 <a href="mailto:jmsawo@gmail.com">jmsawo@gmail.com</a>	Assistant Engineer HPT AIR Malad, Mumbai	Ghatkopar and Malad areas in Central Mumbai, Nepean Sea Road (Hyderabad Estate) in South Mumbai, Ekta Vihar and CBD, Belapur areas in Navi Mumbai	-

3. The tenure of the Area Welfare Officer shall be up to 31.12.2018 or till his services are required by the Government or the officer resigns from service, whichever is earlier. The AWOs will be entitled to avail of the facilities as decided by the Government from time to time. A list of their functions is enclosed.

4. This issues with the approval of Competent Authority in DoPT.

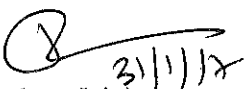
  
(Sandeep Jain)  
Chief Welfare Officer  
Tel: 24625562

To

1. Ministry of Law and Justice, O/o the Income Tax Appellate Tribunal, Prathishtha Bhavan, 3<sup>rd</sup> and 4<sup>th</sup> Floor, Maharshi Karve Marg, Mumbai – 400020 (w.r.t. Shri G. Devdas)
2. Prasara Bharati, India's Public Service Broadcaster, High Power Transmitter, All India Radio – Malad (W), Mumbai - 400095 (w.r.t. Shri J.M. Singh).
3. Chief Secretary, Government of Maharashtra.
4. Shri G. Devdas and Shri J.M. Singh, Area Welfare Officers, Mumbai.
5. Commissioner of Police, Mumbai, Police Commissioner's Office, D.N. Road, Mumbai – 400001.
6. Commissioner, Kendriya Vidyalaya Sangathan, Shaheed Jeet Singh Marg, New Delhi.
7. Secretary, GKK, Samaj Sadan, Lodhi Road Complex, New Delhi.
8. DG (Works), CPWD, Nirman Bhawan, New Delhi.
9. DGHS, Ministry of Health, Nirman Bhawan, New Delhi.

Note:

- 1) It is requested that the nomination of above 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 Government employees of the area under their jurisdiction.
- 2) Nominated AWOs are requested to inform the local Civil Authorities/Police Authorities about their nomination as Area Welfare Officer.

  
(Sandeep Jain)  
Chief Welfare Officer  
Tel: 24625562

## **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 monogamy.
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.