

**IMMEDIATE**

No.32/05/2022 -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 21<sup>st</sup> December, 2022

**OFFICE MEMORANDUM**

**Subject: Nomination of Area Welfare Officers for the calendar years 2023 and 2024 for Delhi/Delhi NCR and outside Delhi.**

The undersigned is directed to refer to the above subject and to say that the officers, whose particulars are indicated in the enclosed list, have been nominated as Area Welfare Officers (AWOs), for the calendar years 2023 and 2024 for the areas in Delhi/New Delhi and outside Delhi, as indicated against their names.

2. It is further stated that tenure of the Area Welfare Officers mentioned in the list shall be up to 31.12.2024 or till his/her services are required by the Government or the officer resigns or retires from service, whichever is the earliest. The AWOs shall be entitled to avail the facilities as decided by the Government from time to time. A list of their functions is also enclosed, alongwith the list of AWOs.

Encl.: as above.

  
(Kulbhushan Malhotra)  
Under Secretary (RWA)  
Tel: 24646961

To

1. All Ministries/Departments of 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.
5. Chairman, DTC, I.P. Estate. New Delhi 110092.
6. Commissioner, Kendriya Vidyalaya Sangthan, Shaheed Jeet Singh Marg, New Delhi.
7. Vice Chairman, DDA, Vikas Sadan, INA Colony, New Delhi.
8. Chief General Manager, MTNL, Khurshid Lal Bhawan, New Delhi.

9. Chief Post Master General, Delhi Circle, Meghdoot Bhawan, Jhandewalan, New Delhi.
10. General Manager, Delhi Milk Scheme, West Patel Nagar, New Delhi.
11. Secretary, GKK, Samaj Sadan, Lodhi Road Complex, New Delhi.
12. DG (Works), CPWD, Nirman Bhawan, New Delhi.
13. NDMC, Palika Kendra, Sansad Marg, New Delhi.
14. DGHS, Ministry of Health, Nirman Bhawan, New Delhi.
15. Commissioner, North Delhi Municipal Corporation, South Delhi Municipal Corporation and East Delhi Municipal Corporation.
16. Commissioner, Delhi Police, I.P. Estate, Delhi-2.
17. MD, Mother Dairy Fruit & Vegetable Pvt. Ltd., A-3, Sector-1, Noida (UP) 201301.
18. MD, Delhi Metro, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi.
19. CMD, NBCC, Kidwai Nagar East, New Delhi.

**Note:**

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 Government Employees of the area under their jurisdiction. Nominated AWOs are requested to inform the local Civil Authorities/Police Authorities about their nomination as Area Welfare Officer.

  
(Kulbhushan Malhotra)  
Under Secretary (RWA)  
Tel: 24646961

### 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.



**LIST OF OFFICERS NOMNATHIED AS AREA WELFARE OFFICERS (AWOs) FOR THE  
CALANDER YEAR 2023-2024 IN DELHI/NEW DELHI**

Sl. No.	Name (Sh./Smt./Ms.) Residential Address and Contact no.	Designation/ Ministry/ Department	Name of Area	CGHS WC Number
1	R. P. Tiwari 14-C, DDA Flats, Anand Vihar, Delhi -110092 M No. :- 9910047656, <a href="mailto:rajendrap.tiwari@sansad.nic.in">rajendrap.tiwari@sansad.nic.in</a>	Adtl. Director, Rajya Sabha Secretariat	Anand Vihar, Vivek Vihar, Yojna Vihar, Ram Vihar, Surajmal Vihar, Pushpanjali	Vivek Vihar (79)
2	G. K. Verma B-1/123, Phase -II, Ashok Vihar, Delhi M No :- 9818549386 <a href="mailto:gk.verma@nic.in">gk.verma@nic.in</a>	Under Secretary Ministry of Defence	Ashok Vihar	Ashok Vihar (No.62)
3	Gulshan Gaba 26/13, Ashok Nagar, New Delhi-110018 M No. :-9818082970 <a href="mailto:areawelfareofficer@gmail.com">areawelfareofficer@gmail.com</a>	PPS, M/o Statistics & Programme Implementation	Ashok Nagar & Tilak Nagar	Tilak Nagar (26)
4	Vijay Kumar Gupta E-64-C, Dilshad Garden, Delhi-110095 M No.- 9868457842 <a href="mailto:vijay.mocd@gov.in">vijay.mocd@gov.in</a> / <a href="mailto:vijaygupta0124@mail.com">vijaygupta0124@mail.com</a>	AAO, M/o Coal	Dilshad Garden	Dilshad Garden (No-87)
5	MD Naseem, L-1/412, CPWD Multistory Residential Complex, Dev Nagar, Karol Bagh, New Delhi M No. :- 9911088778 <a href="mailto:mohammed.nassem.css@gmail.com">mohammed.nassem.css@gmail.com</a>	Section Officer, M/o Jal Shakti	Dev Nagar, Karol Bagh	Dev Nagar (D-19)
6	Suman Pande, D-2/82, Gold Croft Apartments, Sector -11,Plot -4, Dwarka, New Delhi M No. : 9717647178 <a href="mailto:sumanpande1974@gmai.com">sumanpande1974@gmai.com</a>	PPS, Ministry of Railways	Sector-1 to Sector-14, Dwarka	Dwarka (D-36 A)
7	Sanjeev Chandra House No.663, Sector-19, Pocket-2, DDA SFS Flats, Dwarka, New Delhi M.No :-9013504560, Tel:- 011-23035448, <a href="mailto:sanjeev.chandra@sansad.nic.in">sanjeev.chandra@sansad.nic.in</a>	Director, Rajya Sabha Secretariat	Sec-15 to Sec-23, Dwarka	Dwarka (D-100)
8	Rajesh Kumar D-13 C, Type-IV Quarters, Vatika Apartment, Mayapuri, New Delhi-110064 M No.:- 9818747759 <a href="mailto:rajesh.kr70@gov.in">rajesh.kr70@gov.in</a>	Deputy Director, Directorate of Estate	Hari Nagar & Mayapuri	Harinagar (D-48)

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9	Vipin Kumar 797, Block -13, BKS Marg, New Delhi M No.:- 9810062014, Tel:- 23747028 vipinkr@sansad.nic.in vipinksrijan@gmail.com	Deputy Director, Rajya Sabha Secretariat	BKS Marg, Kali Bari Marg, DIZ Area, Sector-4, Gole Market, Hanuman Road, North Avenue <u>Addl. Charge:</u> Minto Road Area & South Avenue	North Avenue (D-31), Kali Bari (D-76), South Avenue(D-32) & Minto Road (D-4)
10	Ashok Kumar jaiswal 14/488, Sector-1 Gole market New Delhi M No. 9968162602 ashok.jaiswal@nic.in	Joint Director, Skill Development & Entrepreneurship	Sector-1 & C Gole Market, Aram Bagh, Paharganj, Sector-D, Mandir Marg  <u>Addl. Charge:</u> Albert Square, Chitragupta Road, XYZ Quarters , Sector-2, 3 & E Gole Market, Panchkuian Road	Gole Market (D-01) & Aram Bagh (D-51)
11	Harsh J. Bhasker Tower-16, Type-III, Flat –AG M No. :-8800226622, Tel:- 011-23389383, harshjb.mib@gmail.com	ALIO, D/o Culture	Type-II, III, & IV, East Kidwai Nagar	East Kidwai Nagar (D-12)
12	Rakesh Kumar Goel D-4, Tower14, Type-5, East Kidwai Nagar, New Delhi M No.:- 8130605111 rakesh.goel@nic.in	Technical Director (NIC), M/o Social Justice	Type-V, VI & VII, East Kidwai Nagar	East Kidwai Nagar (D-12)
13	Ratnesh Bharti 279, Type-4, Laxmi Bai Nagar, New Delhi M No. 9821885603 ratnesh.bharati@rediffmail.co m	Deputy Director, M/o Defence	Laxmi Bai Nagar	Laxmi Bai Nagar (No.15)
14	Asha Gulati S-241, School Block, Shakarpur, Delhi -110092 M No.:9811941419 Tel:-23013132 asha.gulati@nic.in	PSO, D/o Economic Affairs	Laxmi Nagar & Shakarpur	Laxmi Nagar (67)
15	Shashi Bhushan 7/95 Lodhi Colony New Delhi- 110003 Tel:- 499953508, M.No :-9868242288 shashi.bhushan@sansad.nic.in	Director, Rajya Sabha Secretariat	Lodhi Colony <u>Addl. Charge:-</u> Bharti Nagar, Pandara Road, Ravindr Nagar, Kaka Nagar, Bapa Nagar, Pragati Vihar	Lodhi Road(D9 & 10) Pandara Road (D-2), Pragati Vihar (D-83)
16	Rajesh Kumar Pandeer 1/2861 Gali No.13/14, Ram Nagar, Shahdara Delhi-32 M No. :- 9868090651 pundeerk@gmail.com	Under Secretary, D/o Food & Public Distribution	Mansarover Park	Mansarover Park, (D-49)
17	Deepak Kochhar, B-7 F, Delhi Police Apts., Mayur Vihar, Phase-I, Delhi- 110091	Under Secretary, M/o Housing & Urban Affairs	Mayur Vihar	Mayur Vihar, Trilok Kunj (D-77)

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	M No. :- 8800536810 deepakkochhar-upso@gov.in			
18	S.S. Mattu B-54, Second Floor, Shivalik, New Delhi M No. :- 092124533370 ssmattuofficial@gmail.com	Joint Director, Rajya Sabha Secretariat	Maliviya Nagar, Shivalik , Begumpur, Geetanjali Press Enclave, Savitri Nagar, Sheikh Sarai, Saket	Malviya Nagar (D-41)
19	Rajesh Sharma A-205, Moti Bagh-I, New Delhi -110021 M No.:- 8810603616 r.sharma74@gov.in	Under Secretary, DOP&T	Moti Bagh-I Addl. Charge- North –West Moti Bagh, Chankyapuri & Vinay Marg	Moti Bagh-I (D-16)
20	Deepak Kalra F-373, Nanak Pura, New Delhi Tel:- 35603154, M No :-9013965657 dk1705@yahoo.com	Deputy Secretary, Rajya Sabha Secretariat	Nanak Pura	Nanak Pura (29)
21	Dalbir Singh H.No. 4A, MR Block, Prem Nagar, Najafgarh, Delhi M No. :- 9968310436 dalbir.singh@nic.in	Deputy Secretary, M/o Education	Najafgarh	Najafgarh (No. 33A)
22	Sukh Lal Meena RZF2/81, Gali No. 3, Nasirpur Road, Mahvir Enclave, New Delhi M No. :- 9868282749 slmeena14@gmail.com/ meena.sukh@nic.in	Deputy Secretary, M/o Women and Child Development	Palam Village, Mahavir Enclve, Vaishali, Dashrathpuri, Durga Park, Nasirpur	Palam Colony (D-66)
23	Raj Kumar Gupta I-2057, West Patel Nagar, New Delhi-110008 M No. :-9818675920 rkguptaddk@gmail.com	Private Secretary, Prasar Bharti Secretariat	Patel Nagar	West Patel Nagar ( No. 38)
24	Vijay Kumar House No. 76/4, Sector-1, Pushp Vihar, New Delhi M No. :- 8700619605 vijay.kumar.dfs@nic.in	Private Secretary, D/o Financial Services	Sector-1, Pushp Vihar, Addl. Charge- Sector -2 & 3, Pushp Vihar	Pushp Vihar (65)
25	Sant Ram Meena, Qtr. No. 517, Block D-5, Sector-07, M. B. Road, Pushp Vihar, New Delhi M No.:- 8860884177 ramesant456@gmail.com	Superintendent, Revenue Department	Sector-4,5&7, Pushp Vihar	Sector-4, Pushp Vihar (D-78)
26	Vimal Kumar, D1/12, Rajasthali Apartment, Pitam Pura, Delhi-110034 M. No.:-98102828329 Tel:- 35515964 vimal.kumar66@sansad.nic.in	Director, Rajya Sabha Secretariat	Pitam Pura/Rani Bagh	Pitam Pura (D-81)

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27	Jitender Singh, Q No. 582, Sector -3, R.K.Puram, New Delhi M No. :- 9810034726 jitenderconnect@gmail.com/ jitender.singh28@nic.in	Deputy Director, DGHS, M/o Health & Family Welfare	Sector -1 & 3, R.K. Puram	Sector 3, R. K. Puram (D-69)
28	Ram Chander Flat No. 523, Sector-4, R. K. Puram, New Delhi M No. :- 9810830592/9868218123 chander.ram@nic.in	Under Secretary, D/o Science & Technology	Sector-2, R.K.Puram	R.K.Puram (D-46)
29	Shri Alok Suman, 719, Sector -4, R. K. Puram, New Delhi M No. :- 9718470823 alok.suman@nic.in	Under Secretary, DOP&T	Sector-4, R.K. Puram	R.K.Puram (D-43)
30	Budhbir Singh H.No. 647, Sector-4, Type-IV, R.K. Puram, New Delhi M No.:- 7503787828/9968248873 Tel:- 011-26732775 budhbirsingh@gmail.com	Deputy Director M/o Power	Sector- 5, R.K.Puram	R. K. Puram (D-43)
31	Anup Pant N-240, Sector- 8, R. K. Puram, New Delhi M No. :- 9818682989 anup.pant@nic.in	Under Secretary, M/o Civil Aviation	Sector-7 &8, R.K Puram	R. K. Puram (D-52)
32	Vinod Kumar Jha 905, Sector-12, Type-IV, R.K.Puram, New Delhi M No. :- 9891946336 vinodharshkumar@yahoo.co.in	Deputy Registrar, Supreme Court of India	Sector-12 & 13, R.K. Puram	Sector -12, R. K. Puram (D-57)
33	Jitendra Mohan Bhardwaj 445, Sector-IX, R.K.Puram, New Delhi M No.:- 9868281287 jimbhardwaj67@yahoo.com	Additional Director, Rajya Sabha Secretariat	Sector -9, R. K. Puram	R. K. Puram (D-69)
34	Amit Srivastava Q-8, Nivedita Kunj, Sector-10, R. K. Puram, New Delhi M.No.:-9810893992 Tel:- 23093671 amit.srivastava@nic.in	Under Secretary, D/o Disability Affairs	Nivedita Kunj, Sector-10, R. K. Puram	Sector-6, R. K. Puram (D-69)
35	Suresh Kumar WZ-106/68, P-79, Rajouri Garden, New Delhi M No. :- 9968308880 suresh.kumar@sansad.nic.in	Joint Director, Rajya Sabha Secretariat	Rajori Garden	Rajori Garden (53)
36	Ms.Rita Mal, F-285, New Rajendra Nagar, New Delhi M No. :-	Under Secretary, D/o Revenue	Old Rajender Nagar & New Rajender Nagar	New Rajender Nagar (D-45)

	9968722955/99687273310 ritamal1965@gmail.com			
37	Arun Kumar H.No. 142, Pkt -25, Sector-24, Rohini, Delhi-110055 M No :- 9667342067/9968280116 qkumar@yahoo.com	Deputy Director, Rajya Sabha Secretariat	Rohini	Naharpur, (No-86)
38	Chetan Dass, BK-2/71, IIIrd Floor, Shalimar Bagh, New Delhi M No.:- 9968269079 chetandone@gmail.com	Section Officer, M/o Information & Broadcasting	Shalimar Bagh,	Shalimar Bagh (D-88)
39	K N Pandey A 87, Sarita Vihar New Delhi - 110076 M No. :- 9717135107 knpandey10@gmail.com	Addl. Director, Doordarshan India	Sarita Vihar	Sarita Vihar (D-90)
40	Bharat Bhushan Upadhyay House No. 121, Sector -2, Type-3, Sadiq Nagar, New Delhi-110049 M No. :- 9810553709 bb.upadhyay@nic.in	Section Officer, M/o Petroleum & Natural Gas	Sector-1&2, Sadiq Nagar & Andrews Ganj	Sadiq Nagar (D-63) & Andrews Ganj (D-39)
41	Kamal Swaroop 141, Sector-3, Type-4, Sadiq Nagar, New Delhi-49 M No. :- 9873060634 kamal.swaroop@nic.in	Assistant Director, D/o Telecommunication	Sector-3, Sadiq Nagar & Hudco Place	Sadiq Nagar (D-63)
42	Sarada Behera Qtrs. No. 29-J, CPWD Colony, Vasant Vihar, New Delhi-57 M No. :- 9899192870,7982791827 sarada.behera@nic.in	PPS, DoPT	Vasant Vihar	Vasant vihar ( No. 96)
43	Sanjeev Kumar Dhawan 312, 3 <sup>rd</sup> Floor, KGI, Vikas Puri New Delhi-110018 M No. :- 9868013245 dh.sanjeev@gmail.com	Deputy Director, Rajya Sabha Secretariat	Vikashpuri	Vikasपुरी (D-17A)
44	Saleem Ahmed B-320 St. 13/4, Subhash Vihar, Delhi M No. :- 8178185102 saleem.ahmed35@gov.in	Assistant Director, Directorate of Estate	Yamuna Vihar	Yamuna Vihar (D-84)

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**LIST OF OFFICERS NOMINATED AS AREA WELFARE OFFICERS (AWOs) FOR THE  
CALANDER YEAR 2023-2024 IN OUTSIDE DELHI**

S No	Name (Sh./Smt./Ms.) Residential Address and Contact no.	Designation/Ministry/ Department	Name of Area	CGHS WC Number
1	Rajeev Kumar FF-2, Plot No. 174, Sector-5, Vaishali, Ghaziabad, U.P- 201010 M No.:- 09136536009 rk131969@gmail.com	PS, M/o I&B	Indirapuram/Vaishali Ghaziabad	Indirapuram (D-97)
2	Ranjan Kumar E-1021, SG Homes, Sector-3, Vasundhara, Ghaziabad, Uttar Pradesh -201012 M No.:-9891740084 ranku.73@sansad.nic.in/ feesics@gmail.com	Joint Director, Rajya Sabha Secretariat	Vasundra & Sahibabad	Sahibabad (D-94)
3	Arbind Kumar Choudhary 961, Type-V, Kamla Nehru Nagar, Ghaziabad, U.P. M No.: 9868388863 chy_arbind@yahoo.co.in	Section Officer, D/o Agriculture Farmers Welfare	Ghaziabad (Main)	Kamla Nehru Nagar, Ghaziabad (D- 68)
4	Govind Ram 144-4F, Amolik Residency, Sector- 86, Faridabad, Haryana M No. 9891358700 Tel:-0120-2418505 govind.r@nic.in	Under Secretary, M/o Agriculture & Farmers Welfare	NH4, Faridabad & Faridabad (East)	Faridabad (No. 70 & 104)
5	Dinesh Kumar Rai 13/361, Street No. -2, New Ashok Nagar, Sonipat, Haryana M No.: 9868154669/7988491731 dinesh4sai67@gmail.com	Section Officer, M/o Home Affairs	Sonipat, Haryana	Sonipat (D-103)
6	Shri Avinash Raipally 32-E, GPRA Quarters, Indra Nagar, Gachibowli, Hyderabad, Telangana M No. :- 9701118666 avinash.raipally@nift.ac.in	Associate Professor M/o Textiles	Hyderabad	Gachibowli (No.11)
7	Brijendra Kumar Tiwari H.No 479, Block-5, Yashoda Nagar, Kanpur, U.P.- 208011 M No. 9415941927 loktiwari68@gmail.com	Foreman, Air Force	Kanpur	Naubaste & Saket Nagar (KN 5 & KN-1)
8	Tanmay Bhattacharyya, Radhgovinda Apartment, 34/1, Bhattacharyya Para Lane, Ramarajataloa, Howrah -711104 M No. :-9831418697 tanmay.bhattacharyya@gov.in/ tan.barta@gmail.com	SSO, M/o Statistics & Programme Implementation	Kolkata	Santragachi (K-011)

9	K. B.Nair 68-A, New MIG Flats, Mayur Vihar, Phase- III, Delhi M No. 9868760842 <a href="mailto:kbalan.nair@nic.in">kbalan.nair@nic.in</a>	Deputy Secretary, M/o Defence	Phase. III, Mayur Vihar & Noida	Sector-11, Noida (D-85)
10	J. M. Singh Flat No.505, 5 <sup>th</sup> Floor, Q-Wing, Shakti Enclave, Above Bhoomi Mart, Jankalyan Nagar, Malad West,Mumbai-400095 M No. 9167366090,9869437218 <a href="mailto:jmsawo@gmail.com">jmsawo@gmail.com</a>	Assistant, Engineer,(Retd.) I&B, H.P.T.	Malad,Wadala & Antophill(Kopiwara) in Central Mumbai & Nepean Sea Road (Hyderabad Estate) in South Mumbai	Kandivali (20)
11	Dinesh Yadnath Rai C.G.S. Colony, Type-B, SPL Building No. 22, Flat No. 241, C.G.S Quarters, Near Community Hall, Ghatkopar (West) Mumbai M No.: 9821164404 <a href="mailto:dinesh.rair73@gov.in">dinesh.rair73@gov.in</a>	Enforcement Officer, Directorate or Enforcement	Ghatkopar	Ghatkopar (MU-6)
12	Manoj Kumar Deo, Block No. A, Flat No. 16, Type-IV, Ekta Vihar CGS Quarters, Sector 25, CBD Belapur, Navi Mumbai, Pin 400614 M No. 8652710008/9869688505 <a href="mailto:deomanoj1968@gmail.com">deomanoj1968@gmail.com</a>	Superintendent, D/o Revenue	Navi Mumbai,	Navi Mumbai (13)
13	Eswar Singh Qtr. No. 77 CPWD Qtrs, Type-IV, Semi New Seminary Hills, Nagpur- 440006 M No.: 7588691714 Tel:- 0712-2562847 <a href="mailto:eswarsingh.yash@gmail.com">eswarsingh.yash@gmail.com</a>	Editor, Indian Bureau of Mines, M/o Mines	Nagpur	Seminary Hills, Nagpur (2A)