DIRECTORATE OF EDUCATION: GNCT OF DELHI
COORDINATION BRANCH: LUCKNOW ROAD: DELHI
(Ph No. 011-23811388)

No.30-3(17)/(8)/Misc/Coord./2014/ 1734-1763
Dated: 7/3/14

CIRCULAR

Sub:-- Regarding submission the material for press release.

Please find enclosed herewith a copy of Office Order No.F. 5(7)!02/DIP/EsttlPF/601 dated 21/02/2014, received from Directorate of Information and Publicity, Government of N.C.T. of Delhi, Old Secretariat, Delhi-54 regarding work allocation order of Public Information Officers related to press/media for publicity.

It is, therefore, all the concerned Officers/Branch Incharges are requested to send any press briefing, press notes and any press material to concerned officer Shri Nalin Chauhan, Dy. Director (M-9899818616) for further sending to press/media for publicity and also provide information of all major achievement/ projects initiative after approval of Head of Department.

This may please be accorded ‘Top Priority’.

Encl:- As above.

(Shashi Kaushal)
Spl. Dtr. of Edu. (Coord.)

No.30-3(17)/(8)/Misc/Coord./2014/ 1734-1763
Dated: 7/3/14

Copy for information and necessary action to:-

1. PS to Pr. Secretary (Education), GNCT of Delhi, Old Secretariat, Delhi.
2. PS to Director (Education), GNCT of Delhi, Old Secretariat, Delhi.
3. PA to Spl. Dir. of Edn. (Finance/HOO/Pension/Accounts), Dte. of Edn., Delhi.
4. All Additional/ Regional Director of Education, Directorate of Education, Delhi (through Website).
6. MD (DBTBD), Nev Delhi.
7. Director (SCERT), Delhi.
8. All D.Ds.E/ E.O./D.E.O(s)/ HOS/ A.Ds.E./, Dte. of Edn., Delhi (through website).
9. All Branch Incharges of Head Quarter through website of the department.
10. OS (IT) with the request to upload the circular on the website.

(Shashi Kaushal)
Spl. Dir. of Edn. (Coord.)
OFFICE ORDER

The following Dy. Directors/Information Officers/Asstt. Information Officers/Field Publicity Officer are deployed with the Departments mentioned against their names for catering their publicity needs of the Government in addition to their own duties with immediate effect.

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Name &amp; Designation</th>
<th>Mobile No.</th>
<th>Departments Allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>2)</td>
<td>Sh. Nalin Chauhan, Dy Director (Current Charge)</td>
<td>9898618616</td>
<td>Education, Higher Education, Try., Technical Education, I&amp;FC, Urban Development &amp; Local Bodies</td>
</tr>
<tr>
<td>3)</td>
<td>Sh. Kaushan Azad, Information Officer</td>
<td>9810506020</td>
<td>Land &amp; Building, Revenue,PWD &amp; Delhi Legislative Assembly</td>
</tr>
<tr>
<td>4)</td>
<td>Sh. Chandan Kumar, Asstt Information Officer</td>
<td>9910271973</td>
<td>Employment, Labour, Development &amp; Deptt. SC/ST Welfare</td>
</tr>
<tr>
<td>5)</td>
<td>Sh. Amrit Kumar, Asstt. Information Officer</td>
<td>9910033667</td>
<td>Food &amp; Supply, Transport, Environment, GAD, Planning</td>
</tr>
<tr>
<td>6)</td>
<td>Sh. Govind Kundal, Asstt. Information Officer</td>
<td>9718287073</td>
<td>Administrative Reforms, Law, Justice &amp; Legislative Affairs, Tourism &amp; Art &amp; Culture</td>
</tr>
<tr>
<td>7)</td>
<td>Sh. Manish Kumar, Field Publicity Officer</td>
<td>9911018188</td>
<td>Health &amp; Family Welfare, Industry, Gurudwara Elections, Delhi Skill Mission &amp; Mission Convergence</td>
</tr>
</tbody>
</table>

The above officers are directed to contact Pr. Secretaries/Secretaries/ HoDs of the Departments allocated to respective Departments daily by 3:00 PM for ascertaining possibility of any press briefing, press notes and any press material to be sent to press/ media for publicity. After obtaining the said material they will put it to DIP/Secretary (PR) for obtaining approval by 11:00 am without fail. If required press release will be given after approval of DIP/CS.

This issues with the approval of Secretary (PR)/DIP.

(Sandeep Mishra)
Addl. Director (DIP)

Copy to
1. Pr. Secretary to LG, Raj Niwas
2. OSD to Chief Secretary, Delhi
3. All Pr. Secretaries/Secretaries/ HoDs
4. PS to Secretary (PR)
5. FA to DIP
6. All Concerned Officers.
7. Guard File

(Sandeep Mishra)
Addl. Director (DIP)