

NATIONAL CAPITAL REGION PLANNING BOARD

No. A-22017/1/2000-Estt

Dated : 12.03.2019

OFFICE ORDER

**Work Distribution of Officers of Planning Board**

In partial modification of Order No. No. A-22017/1/2000-Estt., dated 30.10.2018, the following work distribution will become operative in the **Planning Wing** of NCRPB, with immediate effect. The duties related to review of the Regional Plan-2021 and preparation of next Regional Plan and others works/ studies incidental thereto shall be the priority.

1. Shri Nabil Jafri, Deputy Director (T-GIS)
  - ✦ Nodal Officer for all legal matters (including LIMBS portal) and responsible for preparation and approvals of all replies/ affidavits, etc. pertaining to the Planning Wing, and may consult with Nodal Officers of sub-region and/or subject dealing officer.
  - ✦ in-charge/ custodian of all works, data, software & hardware, prints, etc. related to Remote Sensing & GIS and Mapping.
  - ✦ coordinate with all NCR States for expeditious completion of NCZ delineation & ground truthing, etc. and undertake Land-use Change analysis.
  - ✦ 1<sup>st</sup> Appellant Authority for RTI matter related to the Planning Wing.
  
2. Shri Ramesh Dev, Deputy Director (Tech. URP)
  - ✦ CPIO for all RTI matter related to Planning Wing.
  - ✦ coordinate with NCR States for preparation of requisite Plans and for overall examinations of such Plans.
  - ✦ Matters related to Environment sector.
  - ✦ Organise and coordinate all meetings/workshops/ seminars related to Planning wing, coordination with all the four NCR planning and monitoring cells regarding their actions on annual work plans.
  
3. Shri Abhijeet Samanta, Deputy Director (Tech.)
  - ✦ overall in-charge for Coordination works related to Review of the Regional Plan-2021 and preparation of next Regional Plan and/or any other works incidental thereto, and all concerned officers / consultants to assist him in this regard.

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4. Smt. Nilima Majhi, Deputy Director (Tech.)

- ✦ responsible for matters related to nomination of officers from planning wing for training/ workshops/ seminars, etc. , in addition to existing works assigned to her vide above said Office Order dt. 30.10.2018.

5. Shri Naresh Kumar, Assistant Director (Tech.)

- ✦ shall report to Smt. Nilima Majhi, Deputy Director (Tech.) in respect of all duties assigned to him vide above said Office Order dt. 30.10.2018.
- ✦ All work related to review of the Regional Plan-2021 and preparation of next Regional Plan and for such work he shall report to Deputy Director (Tech.) Sh. Abhijeet Samanta (AS).

6. All Consultants in the Planning Wing shall provide necessary support and assist to DD(Tech.) Sh. Abhijeet Samanta regarding their respective sectors/ assigned tasks, for duties/ tasks related to review of the Regional Plan-2021 and preparation of next Regional Plan and/or any other works incidental thereto.

#### General Instructions

- All four Deputy Directors in the Planning Wing shall report directly to the Member Secretary till regular Chief Regional Planner/ Director (A&F) joins NCRPB;
- All Officers/ consultants to assist DD (Tech)-AS for Planning works this respect to especially with regards to Regional Plan Review and new RP preparation works;
- Deputy Director (GIS) and Deputy Director (Tech.-RD) shall be the link-officers for each other.
- Deputy Director (Tech- AS) and Deputy Director (Tech –NM) be the link-officers for each other.
- Assistant Director (Tech- NK) and Assistant Director (Tech –SS) be the link-officers for each other.

Apart from the above stated reporting instructions and duties assigned, other work distributions stipulated in Office Order of even no. dated 30.10.2018 will remain the same.

  
(K. Sanjay Murthy)  
Member Secretary

To,

1. All Concerned Officers
2. FAO- for information
3. DD(A)/AD(A) - for information
4. Guard File
5. Notice Board