

Government of NCT of Delhi
Information Technology Department
9th Level, B-Wing, Delhi Secretariat, New Delhi-110002

<https://it.delhi.gov.in/>

F.6(457)/IT/e-Office/2015/Partfile-4/CD No-042672655/4717-81 Date: 18/6/2025

CIRCULAR

In pursuance to IT Department's letter issued vide No. A-13/2015/Dir (DeGS)-SECY (IT)-PART1 File/CD No-042701434/2867-68 dated 06/05/2025 and the meeting held on 03/06/2025 under the chairmanship of worthy Chief Secretary, Delhi regarding **"Time bound implementation of e-Office across all Departments/Autonomous/ Local/ Academic Bodies of Govt. of NCT of Delhi"**, following officers have been trained as eOffice Master Trainers for further providing technical support on eOffice to officials/officers of departments of GNCTD:

Sl No	Name of the Officer/ Official & Design (Sh./Ms./Smt.)	Working Department	Email ID
1.	Priyanka Yadav, SA	Revenue HQ	priyanka.yadav45@gov.in
2.	Manoj Kumar, SA	Trade & Taxes	manoj.kr72@gov.in
3.	Tripti Aggarwal, SA	DES	tripti.a@gov.in
4.	Sandeep Sharawat, DPA	O/o Chief Secretary	sandeep.sharawat@gov.in
5.	Vineet Saxena, SA	DGHS	vin.saxena16@gov.in
6.	Varun Kinra, SA	Transport	varun.kinra@gov.in
7.	Hemant Singh Pal, SA	DSSSB	hemant.pal@gov.in
8.	Nitin Kumar Gupta, SA	Finance	nk.gupta86@gov.in
9.	Amit Kumar Verma, SA	Excise Deptt.	amitkr.verma84@gov.in
10.	Ashok Kumar, SA	DES	ashok.kr49@gov.in
11.	Anita, SA	DTTE	anita.25@gov.in
12.	Poonam, SA	Dr. BSA Hospital	poonam.39@gov.in
13.	Raj Kr Joshi, SA	IT Department	rajkumar.joshi@gov.in
14.	Gaurav Bansal, DPA	H&FW	g.bansal@delhi.gov.in
15.	Pooja Yadav, DPA	DM (South-West)	poojayadav.cse21@delhi.gov.in
16.	Vandita Sharma, DPA	DM (North-East)	vandita.sharma07@delhi.gov.in
17.	Disha Verma, DPA	Central District	disha.verma@delhi.gov.in

18.	Neha Tomer, DPA	Development	tommer.naha@nic.in
19.	Preeti Kumari, DPA	Revenue HQ	preeti.kumari2316@delhi.gov.in
20.	Gagandeep Kaur, DPA	Home Department	gd.kaur@delhi.gov.in
21.	Hemant Yadav, DPA	Dte. Of Employment	it.hemant.yadav@delhi.gov.in
22.	Deepanshu Puri, JEE	DPCC	deepanshu.dpcc@delhi.gov.in
23.	Deepak Tomar, AAO	DKVIB	aao.dkivib@gov.in
24.	Mahesh Arora, Div Manager	DSI IDC	mahesh.arora69@gov.in
25.	Sanjay Vishwakarma, Programmer	DJB	sanjaykr.vishwakarma29@gov.in
26.	OM Prakash, DPA	Industries Department	omprakash.40@gov.in
27.	Vaibhav Singh, DPA	O/o Chief Secretary	vaibhav.singh7@delhi.gov.in
28.	Anil, DPA	Labour Department	anilkumar.0071405@delhi.gov.in
29.	Dr Pratyush Sharma, Medical Officer	GB Pant Hospital	pratyusharma06011992786@gmail.com

Accordingly, Departments may utilize the services of respective master trainers as per Annexure-I for time bound and efficient implementation of e-office.

This issues with the approval of Secretary (IT).

Encl:A/a

 18/6/25

(K. MURUGAN)
Joint Director (IT)

To

1. All ACSs/Pr. Secretaries/Seretary/HODs/ Academic Bodies /All Local Bodies/ Boards/Commissions, Govt. of NCT of Delhi.
2. Concerned Officer

Copy for information to:

1. Secretary to Hon'ble Chief Minister, GNTD
2. Secretary to Hon'ble Minister (IT), GNCTD
3. SO to Chief Secretary, GNCTD
4. PS to Secretary (IT), GNCTD
5. Website In-charge for uploading on IT Department Web-Portal.

Department-wise eOffice Master Trainer's

SINo.	Name of Department	Details of eOffice Master Trainers
1	EXCISE, ENTERTAINMENT & LUXURY TAX DEPARTMENT	Amit Kumar Verma, SA, Excise Deptt., amitr.verma84@gov.in
2	FOOD SAFETY DEPARTMENT	
3	FOOD SUPPLIES, CONSUMER AFFAIRS DEPARTMENT	
4	GURUDWARA ELECTION DIRECTORATE	
5	PRINCIPAL ACCOUNTS OFFICE	
6	PUBLIC WORKS DEPARTMENT	
7	PWD SECRETARIAT	
8	DEPARTMENT OF ENVIRONMENT	Anil, DPA, Labour Department, anilkumar.0071405@delhi.gov.in
9	DEPARTMENT OF LAND & BUILDING	
10	DIRECTORATE OF AUDIT	
11	IRRIGATION AND FLOOD CONTROL DEPARTMENT	
12	LABOUR DEPARTMENT	
13	WOMEN AND CHILD DEVELOPMENT DEPARTMENT	
14	AMBEDKAR INSTITUTE OF ADVANCE COMMUNICATION TECHNOLOGY AND RESEARCH	Anita, SA, DTTE, anita.25@gov.in
15	AMBEDKAR INSTITUTE OF TECHNOLOGY	
16	ARYABHATT INSTITUTE OF TECHNOLOGY	
17	BHAI PARMANAND INSTITUTE OF BUSINESS STUDIES	
18	BOARD OF TECHNICAL EDUCATION	
19	CH. BRAHM PRAKASH ITI, JAFFARPUR	
20	CHAUDHARY BRAHM PRAKASH GOVT. ENGG. COLLEGE, JAFFARPUR	
21	DELHI INSTITUTE OF HOTEL MANAGMENT & C.T.	
22	DELHI INSTITUTE OF TOOL ENGINEERING	
23	DELHI PHARMACEUTICAL SCIENCES AND RESEARCH UNIVERSITY	
24	DELHI SANSKRIT ACADEMY	
25	ECONOMICS AND STATISTICS DIRECTORATE	
26	NEW DELHI MUNICIPAL COUNCIL	
27	OFFICE OF THE COMMISSIONER FOR PERSON WITH DISABILITIES	Deepak Tomar, AAO, DKVIB, aao.dkvb@gov.in
28	BOARD OF HOMEOPATHIC SYSTEM OF MEDICINE	Deepanshu Puri, JEE, DPCC,
29	DELHI PARKS AND GARDENS SOCIETY	
30	DELHI POLLUTION CONTROL COMMITTEE	
31	DELHI STATE CIVIL SUPPLY CORPORATION (DSCSC)	

Department-wise eOffice Master Trainer's

SINo.	Name of Department	Details of eOffice Master Trainers
32	DELHI STATE HAJ COMMITTEE	deepanshu.dpcc@delhi.gov.in
33	DELHI URBAN SHELTER IMPROVEMENT BOARD (DUSIB)	
34	DELHI WAQF BOARD	
35	DY.APPRENTICESHIP ADVISOR	
36	INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY	Disha Verma, DPA, Central District, disha.verma@delhi.gov.in
37	INFORMATION TECHNOLOGY DEPARTMENT	
38	INSTITUTE OF BASIC BUSINESS STUDIES PUSA	
39	INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)	
40	INSTITUTE OF LIVER AND BILIARY SCIENCES (ILBS)	
41	INTEGRATED INSTITUTE OF TECHNOLOGY, DWARKA	
42	ITI FOR WOMEN, TILAK NAGAR	
43	ITI JAHANGIR PURI	
44	DEEP CHAND BANDHU HOSPITAL	Dr Pratyush Sharma, Medical Officer, GB Pant Hospital, pratyusharma06011992786@gmail.com
45	DIRECTORATE OF FAMILY WELFARE	
46	DR. B.R. SUR HOMIOPATHIC MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE	
47	DR. BABA SAHEB AMBEDKAR HOSPITAL	
48	DR. GOSWAMI GIRIDHARI LAL SHASTRI PRACHYA VIDYA PRATISHTHANAM	
49	DR. HEDGEWAR AROGYA SANSTHAN	
50	DR. N.C. JOSHI MEMORIAL HOSPITAL	
51	G B PANT HOSPITAL	
52	HOME DEPARTMENT	
53	DELHI FIRE SERVICE	

Department-wise eOffice Master Trainer's

SINo.	Name of Department	Details of eOffice Master Trainers
54	DELHI PRISONS CENTRAL JAIL TIHAR	Gagandeep Kaur, DPA, Home Department, gd.kaur@delhi.gov.in
55	FORENSIC SCIENCE LABORATORY (FSL)	
56	PUBLIC GRIEVANCES COMMISSION	
57	REGISTRAR OF COOPERATIVE SOCIETIES (RCS)	
58	GURU GOBIND SINGH HOSPITAL (GGSH)	Gaurav Bansal, DPA, H&FW, g.bansal@delhi.gov.in
59	GURU NANAK EYE CENTER	
60	GURU TEG BAHADUR HOSPITAL (GTB)	
61	HEALTH AND FAMILY WELFARE DEPARTMENT	
62	HEALTH SERVICES (DHS)	
63	HOMEOPATHIC WING OF DTE OF ISM & HOMEOPATHY	
64	INDIRA GANDHI HOSPITAL	
65	JAG PRAVESH CHANDRA HOSPITAL	
66	JANAKPURI SUPER SPECIALITY HOSPITAL	
67	LAL BHADUR SHASHTRI HOSPITAL (LBS)	
68	LOK NAYAK HOSPITAL (LNJP)	
69	MAHARISHI VALMIKI HOSPITAL	
70	DELHI FINANCE CORPORATION (DFC)	Hemant Singh Pal, SA, DSSSB, hemant.pal@gov.in
71	DELHI STATE SUBORDINATE SELECTION BOARD (DSSSB)	
72	DELHI VIDHAN SABHA	
73	DIALOGUE AND DEVELOPMENT COMMISSION DELHI	
74	UNION TERRITORY CIVIL SERVICES DELHI (UTCS)	
75	WORLD CLASS SKILL CENTRE, VIVEK VIHAR	
76	NEHRU HOMEOPATHIC MEDICAL COLLEGE & HOSPITAL	Hemant Yadav, DPA, Dte. Of Employment, it.hemant.yadav@delhi.gov.in
77	PANDIT MADAN MOHAN MALAVIYA HOSPITAL	
78	RAJIV GANDHI SUPER SPECIALITY HOSPITAL	
79	RAO TULLA RAM MEMORIAL HOSPITAL	
80	SANJAY GANDHI MEMORIAL HOSPITAL	
81	SARDAR VALLABH BHAI PATEL HOSPITAL	
82	SATYAWADI RAJA HARISHCHANDRA HOSPITAL	

Department-wise eOffice Master Trainer's

SINo.	Name of Department	Details of eOffice Master Trainers
83	SHRI DADA DEV MATRI AVUM SHISHU CHIKITSALAYA	Mahesh Arora, Div Manager, DSIIDC, mahesh.arora69@gov.in
84	EMPLOYMENT DIRECTORATE	
85	BUILDING AND OTHER CONSTRUCTION WORKERS AND WELFARE BOARD	
86	DELHI KHADI AND VILLAGE INDUSTRIES BOARD	
87	DELHI POWER COMPANY LIMITED	
88	DELHI STATE INDUSTRIAL AND INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED (DSIIDC)	
89	DIRECTORATE OF CIVIL DEFENCE DELHI	
90	DIRECTORATE OF VIGILANCE	
91	DRUGS CONTROL DEPARTMENT	
92	SC/ST/OBC DEPARTMENT	Manoj Kumar, SA, Trade & Taxes, manoj.kr72@gov.in
93	SOCIAL WELFARE DEPARTMENT	
94	STATE ELECTION COMMISSION	
95	TRADE AND TAXES DEPARTMENT	
96	URBAN DEVELOPMENT DEPARTMENT	
97	WEIGHTS AND MEASURES	
98	ITI NANDNAGRI	Neha Tomer, DPA, Development, tomer.neha@nic.in
99	ITI NARELA	
100	ITI SHAHDARA	
101	ITI VIVEK VIHAR	
102	ITI, ARAB KI SARAI	
103	ITI, JAIL ROAD	
104	ITI, MALVIYA NAGAR	
105	ITI, MANGOLPURI	
106	ITI, PUSA	
107	JIJA BAI ITI FOR WOMEN	
108	KASTURBA INSTITUTE OF TECHNOLOGY	

Department-wise eOffice Master Trainer's

SINo.	Name of Department	Details of eOffice Master Trainers
109	DEVELOPMENT DEPARTMENT	Nitin Kumar Gupta, SA, Finance, nk.gupta86@gov.in
110	ADMINISTRATIVE REFORMS (AR)	
111	ANTI CORRUPTION BRANCH	
112	FINANCE DEPARTMENT	
113	GENERAL ADMINISTRATION DEPARTMENT	
114	LAW, JUSTICE & LEGISLATIVE AFFAIRS DEPARTMENT	
115	PLANNING DEPARTMENT	
116	DELHI ARCHIVES	OM Prakash, DPA, Industries Department, omprakash.40@gov.in
117	DIRECTORATE OF PROSECUTION	
118	EDUCATION DIRECTORATE	
119	INDRAPRASTHA VYAVSAIK EVAM PARYAVARNEEYA SWASTHYA SAMITI	
120	INDUSTRIES DEPARTMENT	
121	MAITHILI BHOJPURI ACADEMY	Pooja Yadav, DPA, DM (South-West), poojayadav.cse21@delhi.gov.in
122	MAULANA AZAD INSTITUTE OF DENTAL SCIENCES (MAIDS)	
123	MEERA BAI INSTITUTE OF TECHNOLOGY, MAHARANI BAGH	
124	MGICCC-BAKOLI-DELHI	
125	NETAJI SUBHASH INSTITUTE OF TECHNOLOGY	
126	PUNJABI ACADEMY	
127	PUSA INSTITUTE OF TECHNOLOGY	
128	RAJOKARI INSTITUTE OF TECHNOLOGY	
129	SAHITYA KALA PARISHAD	
130	BABU JAGJIVAN RAM MEMORIAL HOSPITAL	Poonam, SA, Dr. BSA Hospital, poonam.39@gov.in
131	BHAGWAN MAHAVIR HOSPITAL	
132	BURARI HOSPITAL	
133	CENTRALIZED ACCIDENT & TRAUMA SERVICES(CATS)	
134	CHACHA NEHRU BAL CHIKITSALAYA HOSPITAL	

Department-wise eOffice Master Trainer's

SINo.	Name of Department	Details of eOffice Master Trainers
135	CHAUDHARY BRAHM PRAKSH AYURVED CHARAK SANASTHAN	
136	DEEN DAYAL UPADHYAY HOSPITAL	
137	DM(NORTH-WEST)	Preeti Kumari, DPA, Revenue HQ, preeti.kumari2316@delhi.gov.in
138	DM(SHAHDARA)	
139	DM(SOUTH)	
140	DM(SOUTH-EAST)	
141	MAULANA AZAD MEDICAL COLLEGE (MAMC)	
142	REVENUE DEPARTMENT	
143	CENTRAL DISTRICT	Priyanka Yadav, SA, Revenue HQ, priyanka.yadav45@gov.in
144	DEPUTY COMMISSIONER (WEST)	
145	DM (NEW-DELHI)	
146	DM (NORTH-EAST)	
147	DM (SOUTH-WEST)	
148	DM(EAST)	

Department-wise eOffice Master Trainer's

Annexure - I

SINo.	Name of Department	Details of eOffice Master Trainers
149	DM(NORTH)	
150	ARCHAEOLOGY DEPARTMENT	Raj Kr Joshi, SA, IT Department, rajkumar.joshi@gov.in
151	ART CULTURE AND LANGUAGES DEPARTMENT	
152	DELHI COMMISSION FOR PROTECTION OF CHILD RIGHTS	
153	DELHI SC/ST/OBC/MIN./HANDICAPPED FIN. & DEV. CORPORATION	
154	DELHI STATE AIDS CONTROL SOCIETY	
155	FOREST AND WILDLIFE DEPARTMENT	
156	INFORMATION AND PUBLICITY DIRECTORATE (DIP)	
157	LT. GOVERNOR SECRETARIAT	
158	POWER DEPARTMENT	Sandeep Sharawat, DPA, O/o Chief Secretary, sandeep.sharawat@gov.in
159	SERVICES DEPARTMENT	
160	OFFICE OF CHIEF SECRETARY	
161	DELHI JAL BOARD (DJB)	Sanjay Vishwakarma, Programmer, DJB, sanjaykr.vishwakarma29@gov.in
162	DELHI STATE CANCER INSTITUTE	Tripti Aggarwal, SA, DES, tripti.a@gov.in
163	DELHI TECHNOLOGICAL UNIVERSITY	
164	DR B R AMBEDKAR UNIVERSITY DELHI	
165	DR. BABA SAHEB AMBEDKAR COLLEGE	
166	G.B.PANT ENGINEERING COLLEGE	
167	G.B.PANT INSTITUTE OF TECHNOLOGY	
168	GURU NANAK DEV INSTITUTE OF TECHNOLOGY	
169	H.J.BHABHA ITI MAYUR VIHAR	
170	HIGHER EDUCATION DIRECTORATE	
171	HINDI ACADEMY	
172	SAVITRI BAI PHULE ITI, MORI GATE,	Vaibhav Singh, DPA, O/o Chief Secretary, vaibhav.singh7@delhi.gov.in
173	SINDHI ACADEMY	
174	SIR C.V.RAMAN , ITI, DHEERPUR	
175	TRAINING AND TECHNICAL EDUCATION DIRECTORATE	
176	URDU ACADEMY	
177	VEER SAVARKAR ITI BTC PUSA	

Department-wise eOffice Master Trainer's

SINo.	Name of Department	Details of eOffice Master Trainers
178	DELHI TOURISM AND TRANSPORTATION DEVELOPMENT CORPORATION (DTTDC)	Varun Kinra, SA, Transport Deptt., varun.kinra@gov.in
179	DELHI TRANSCO LIMITED	
180	DELHI TRANSPORT CORPORATION	
181	GEO SPATIAL DELHI LTD.(GSDL)	
182	TOURISM DEPARTMENT	
183	TRANSPORT DEPARTMENT	
184	ACHARYA SHREE BHIKSHU GOVT. HOSPITAL	Vineet Saxena, SA, DGHS, vin.saxena16@gov.in
185	AMBEDKAR NAGAR HOSPITAL	
186	ARUNA ASIF ALI HOSPITAL	
187	ATTAR SAIN JAIN EYE & GENERAL HOSPITAL	
188	AYURVEDIC & UNANI TIBBIA COLLEGE & HOSPITAL	
189	AYUSH	
190	AYUSH-HOMEOPATHY WING	