

**Manual 16**

**Name designation and other particulars of Public Information Officers  
{Section 4(1)(b)(xvi)}**

**List of Public Information Officers**

<b>S.No.</b>	<b>Designation of the Officer designated as PIO &amp; e-mail address</b>	<b>Postal address</b>	<b>Telephone No.</b>	<b>Demarcation of Area/Activities, if more than one PIO is there</b>
1.	Sh. Ashish Sethi, PIO (Education Establishment) <a href="mailto:dd.education@ndmcmail.gov.in">dd.education@ndmcmail.gov.in</a>	Room No. 1317, 13 <sup>th</sup> Floor, NDMC Palika Kendra, New Delhi-110001	41501353-60 Extn. No. 3317	Education Establishment Matters: Personal files of employees, DPCs, Policy matters, Leaves, LTCs, Education Accounts related matters, Estt. Matters pertaining to Social Education Department RMR & TMR etc.

**List of Assistant Public Information Officers**

<b>S.No.</b>	<b>Designation of the Officer designated as Assistant PIO</b>	<b>Postal Address</b>	<b>Telephone No.</b>	<b>e-mail address</b>	<b>Demarcation of Area/Activities, if more than one PIO is there</b>
1	Hiramani Bara, Dy. Director (Education Establishment)	Room No. 1009, 10 <sup>th</sup> Floor, NDMC Palika Kendra, New Delhi-110001	41501353-60 Extn. No. 3009	<a href="mailto:dd.education@ndmcmail.gov.in">dd.education@ndmcmail.gov.in</a>	Whole Education Establishment matters
2	Chatter Sen, DEO(A)	Room No. 8016, 8 <sup>th</sup> Floor, NDMC, Palika Kendra, New Delhi-110001	41501353-60 Extn. No. 2816	--	Overall administration of Sr. Sec. Schools

3	Rakesh Kumar, DEO(G)	Room No. 8019, 8 <sup>th</sup> Floor, NDMC, Palika Kendra, New Delhi- 110001	41501353-60 Extn. No. 2819	<a href="mailto:deo-g.education@ndmcmail.gov.in">deo- g.education@ndmcmail.gov.in</a>	Overall administration of Pry. & Nry. Schools
4	Vijay Pal, DEO(B)	Room No. 8018, 8 <sup>th</sup> Floor, NDMC, Palika Kendra, New Delhi- 110001	41501353-60 Extn. No. 2808	<a href="mailto:deo-b.education@ndmcmail.gov.in">deo- b.education@ndmcmail.gov.in</a>	Budget and Finance of Education Department
5	Ravinder, SEO	Room No. 2001, 2 <sup>nd</sup> Floor	41501353-60, Extn. No. 2503	<a href="mailto:aseo.education@ndmcmail.gov.in">aseo.education@ndmcmail.gov.in</a>	Social Education
6	Ramesh Chandra, AEO(MMS)	Room No. 8018, 8 <sup>th</sup> Floor, NDMC, Palika Kendra, New Delhi- 110001	41501353-60 Extn. No. 2808	<a href="mailto:aeo-mms.education@ndmcmail.gov.in">aeo- mms.education@ndmcmail.gov.in</a>	Mid Day Meal in NDMC Schools
7	Pooja AAO(EDN)	Room No. 8013, 8 <sup>th</sup> floor, NDMC, Palika Kendra, New Delhi- 110001	41501353-60 Extn. No. 2813	<a href="mailto:aao.educaton@ndmcmail.gov.in">aao.educaton@ndmcmail.gov.in</a>	Budget and Finance of Education Department

#### First Appellate Authority with in the Department (FAA)

S.No.	Designation of the Officer designated as First Appellate Authority	Postal Address	Telephone No.	e-mail address	Demarcation of Area/Activities, if more than one PIO is there
1	Mr. R.P. Gupta, DIRECTOR (EDN)	Room No. 7014, NDMC Palika Kendra, New Delhi- 110001	23360114, 41501353-60 Extn. No. 2714	<a href="mailto:director.education@ndmcmail.gov.in">director.education@ndmcmail.gov.in</a>	Head of Department