



दिल्ली विकास प्राधिकरण
DELHI DEVELOPMENT AUTHORITY
नीति एवम् समन्वय (कार्मिक)
POLICY & COORDINATION (PERSONNEL)
सप्तम तल, ब्लॉक-बी, विकास सदन, नई दिल्ली
7th Floor, Block-B, Vikas Sadan, New Delhi

No.: F4(33)2017/P&C(P)/ 181.

Date: 22/10/2020

To

Shri Ram Singh,
Under Secretary to GoI,
Reservation Cell,
Ministry of Housing & Urban Affairs,
Nirman Bhawan, New Delhi.

Sub: **Reservation for the Persons with Benchmark Disabilities – reg.**

Sir,

This is with reference to your OM No. A-14011/10/2020-Res dated 13.10.2020 on the subject cited above, vide which a reference was made to the para 14 of DoPT's OM dated 15.01.2018 on the same subject. Vide the said para, a senior officer is required to be appointed as Grievance Redressal Officer for Persons with Disabilities and a register of complaints is to be maintained by the officer. In respect of DDA, the Competent Authority had appointed Shri Budh Ram, Dy. Director, SC/ST Cell (Personnel) as the said Grievance Redressal Officer. The details of the said officer were intimated to your office vide this office letter of even No. 218 dated 24.05.2018.

The matter has been reviewed by the Competent Authority and the following officer has been appointed as the Grievance Redressal Officer for Persons with Disabilities in DDA.

Name of the officer	:	Shri Bal Raj
Designation	:	Deputy Director, IR&SW (Personnel)
Telephone Number	:	+91- 9871508088
Email ID	:	bal.raj95999@dda.gov.in

(P.S. Joshi)

o/c Dy. Director, P&C(P)

Copy for kind information to:

1. Commissioner (Personnel), DDA
2. Director (Personnel)-II, DDA
3. Dy. Director, IR&SW (Personnel), DDA
4. Dy. Director (Reservation Cell), DDA, w.r.t. his letter dated 15.10.2020

(P.S. Joshi)
Dy. Director, P&C(P)



**DELHI DEVELOPMENT AUTHORITY
POLICY & COORDINATION (PERSONNEL)**

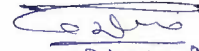
E.O. No.: 597
Date: 9/5/18

Sub: Grievance Redressal in respect of Persons with Disabilities: Appointment of Grievance Redressal Officer

In accordance with the Office Memorandum No. 36035/02/2017-Estt(Res) dated 15 January 2018, issued by the Department of Personnel & Training, a Grievance Redressal Officer is to be appointed who shall be entrusted with the redressal of grievances of persons with disabilities.

In this regard, the Commissioner (Personnel) has been pleased to appoint Dy. Director, SC/ST Cell(Pers.) as the Grievance Redressal Officer in respect of Persons with Disabilities. The duties/responsibilities of the Grievance Redressal Officer, as laid down by DoPT, are as under:

1. S/He shall maintain a register of complaints of persons with disabilities with the following particulars, namely:
 - (a) date of complaint;
 - (b) name of complainant;
 - (c) the name of the establishment or person against whom the complaint is made;
 - (d) gist of the complaint;
 - (e) date of disposal by the Grievance Redressal Officer; and
 - (f) any other information.
2. Any person aggrieved with any matter relating to discrimination in employment against any person with disability may file a complaint with the Grievance Redressal Officer.
3. Every complaint filed as per point 2 above shall be inquired into within **two months** of its registration and outcome thereof or action taken thereon shall be communicated to the complainant/ Person with Benchmark Disability.


03/5/18

(Gian Chand Sharma)

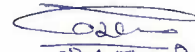
Director (Personnel)-II

No.: F4(33)2017/P&C(P)/

Date:

Copy to:

1. All HoDs, DDA
2. Dy. Director, SC/ST Cell(Pers.)
3. Notice Board, Vikas Sadan
4. Notice Board, Vikas Minar
5. Guard File, P&C(P)


03/5/18

Director (Personnel)-II

o/c