

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DIRECTORATE OF ECONOMICS & STATISTICS**  
**AND**  
**OFFICE OF CHIEF REGISTRAR (BIRTHS & DEATHS)**  
**VIKAS BHAWAN-II, B-WING, III FLOOR, BELA ROAD, DELHI-110054**  
**Tel.: 011-23812835, E-mail: jddes.delhi@gov.in**

## MANUAL 1

**Particulars of organization, functions and duties of the department:**

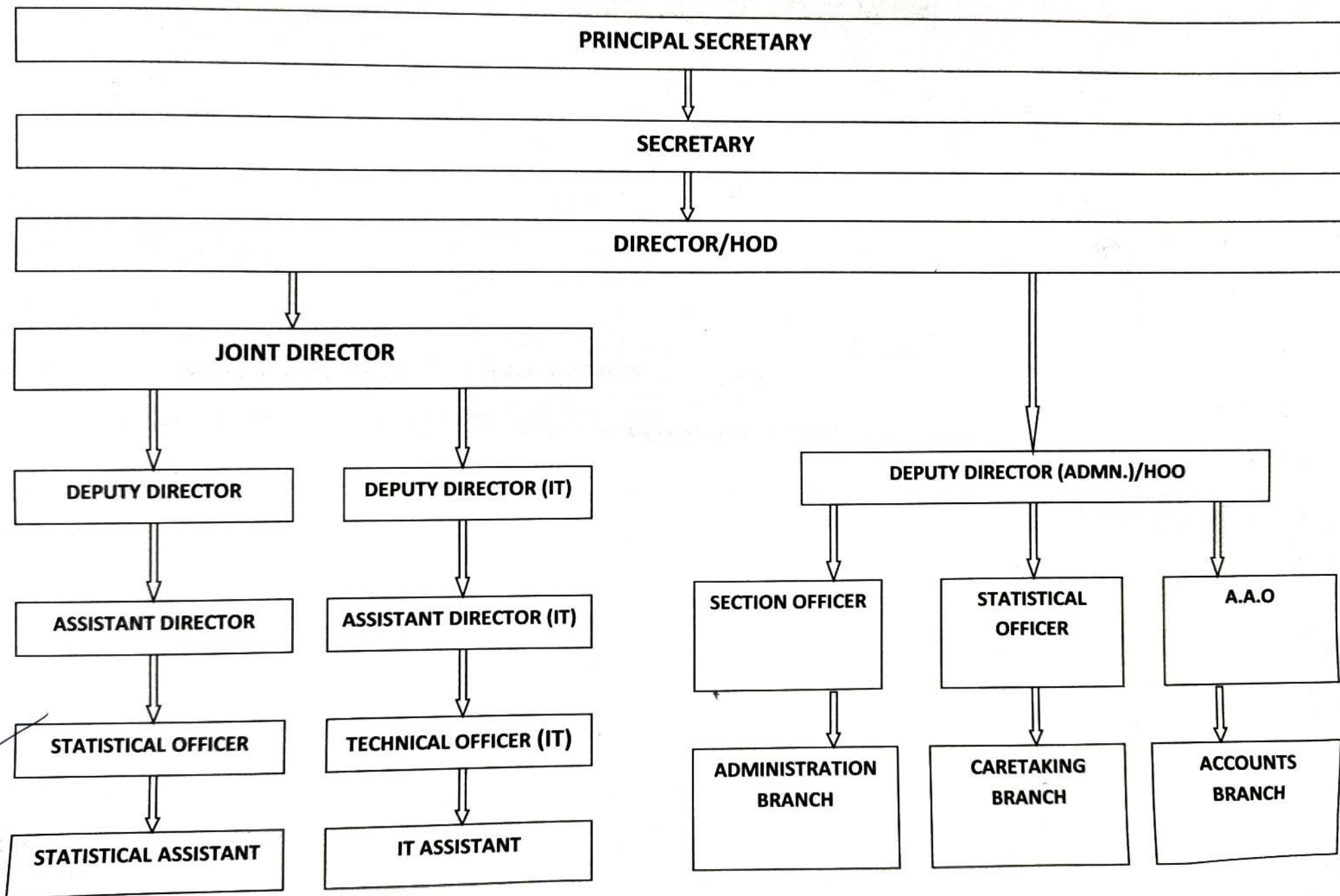
1. **Aims and Objectives of the Organization:** Directorate of Economics & Statistics is the Nodal Agency for developing efficient statistical System and ensuring technical coordination in the matters relating to the statistical activities in NCT of Delhi. It also functions as the Office of Chief Registrar (Births & Deaths) and is responsible to execute the provisions of the Registration of Births & Deaths Act, 1969 and the rules and orders made there under in Delhi under Civil Registration System.
2. **Mission/Vision:**
  1. To collect, compile and analyse the statistical data pertaining to various socio- economic parameters pertaining to NCT of Delhi.
  2. Conduct various socio-economic surveys as per guidelines of National Sample Survey Office (NSSO), Ministry of Statistics & Programme Implementation, Govt. of India on regular basis.
  3. Conduct of ad-hoc Survey/Short term evaluation studies assigned by Government of NCT of Delhi from time to time.
  4. Processing and analysis of socio-economic data collected by field units and preparation of reports.
  5. Preparation of Estimates of State Domestic Product and related aggregates.
  6. Collection of data in r/o residual units to prepare the annual report of Annual Survey of Industries.

  
**NARINDER KUMAR**  
Section Officer (Admin)  
Directorate of Economics & Statistics  
Office of Chief Registrar (Births  
& Deaths)  
NCT of Delhi  
Bela Road, Vikas  
Bhawan-II, Delhi

7. Preparation of various chapters of Economic Survey of Delhi.
8. Analysis of Budgets of GNCTD and Local Bodies for capital formation and other indicators.
9. Nodal Department for conducting Economic Census in Delhi as per guidelines issued by Ministry of Statistics & Programme implementation (MoSPI), Govt. of India.
10. Preparation of Annual Report on Registration of Births & Deaths and MCCD.
11. Preparation of Directory of Officials of Local Bodies engaged in Registration of Births & Deaths.
12. Monthly monitoring of Sex Ratio.
13. Preparation of monthly Index of Industrial Production and release of its report on annual basis.
14. Collection of retail prices of Essential Commodities for compilation of Consumer Price Index for industrial workers.
15. Publication of Delhi Statistical Handbook and Statistical Abstract.
16. Supply of statistical information required for planning purposes.
17. Updation of State Indicator Framework of SDG.

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### 3. Organizational Set-up of DES



**4. Citizen Interaction:** A citizen charter in respect of vital statistics has been prepared by Directorate of Economics and Statistics which is placed in website i.e. [www.delhi.gov.in](http://www.delhi.gov.in) and various publications of DES is also placed on the website of the Directorate.

**5. Postal Address of Office:**

Directorate of Economics & Statistics and Office of Chief Registrar (Births & Deaths), B-Wing, 3<sup>rd</sup> Floor, Vikas Bhawan-II, Civil Lines, New Delhi-110054.

**6. Contact details:**

**Website:** <https://des.delhi.gov.in>

**E-mail id:** [jddes.delhi@delhi.gov.in](mailto:jddes.delhi@delhi.gov.in)

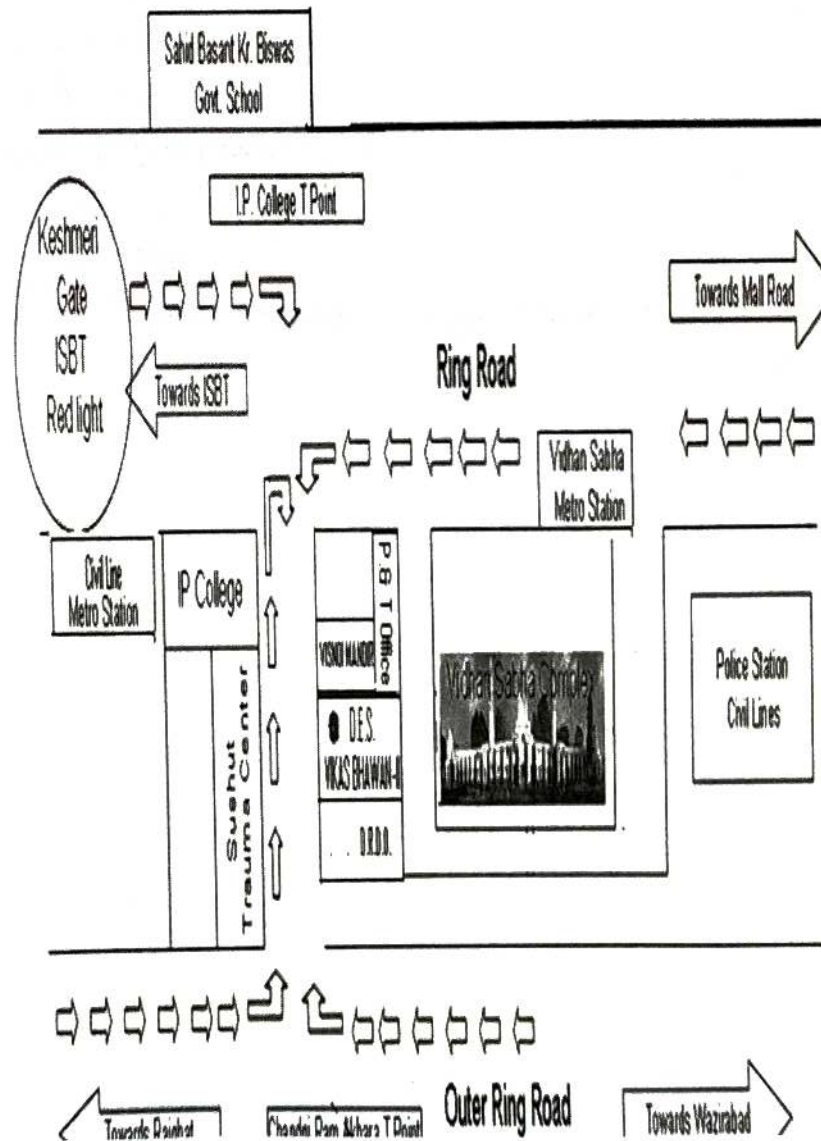
**Telephone No.:** 011-23812851

**Note:** *There are no attached / subordinate/ field units of this Directorate.*



# Location Chart

**Dte. of Economics & Statistics**  
**Vikas Bhawan-II, B-Block, 3rd Floor**  
**Bela Road, Delhi-110054.**



7. **Working hours:** The normal working hours for the office is from 9.30 AM to 6.00 PM with two weekly offs (Saturday and Sunday) and a lunch break of half an hour from 1.30 P.M. to 2.00 P.M. Whenever public approaches the office for information, if any, it is supplied during the working hours.

8. **Public Interaction, if any:** Public interaction takes place during various surveys undertaken by this Directorate and during seminars organized on specific reports/topics.

9. **Grievance Redressal Mechanism:** Grievances can be lodged through the CM Jan Sunwai Portal which can be accessed at URL: <https://cmjansunwai.delhi.gov.in>. This portal envisages a three-tier grievance redressal structure comprising the Jan Sunwai Samadhan Adhikari (JSSA), Appellate Authority (AA) and Final Appellate Authority (FAA). The Samadhan Adhikari is responsible for initial disposal of grievances, while the Appellate Authority and Final Appellate Authority provide successive levels of review to ensure fair, transparent and effective redressal of public grievances. The three-tier grievance redressal hierarchy in DES is as under.

- JSSA- Jan Shikayat Samadhan Adhikari: Deputy Director, DES.
- AA- Appellate Authority: Joint Director, DES.
- FAA- Final Appellate Authority- Director/HOD, DES.





सत्यमेव जयते

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VIKAS BHAWAN-II, B-WING, III FLOOR, BELA ROAD, DELHI-110054  
Tel.: 011-23812835, E-mail: jddes.delhi@gov.in

No.F.1/16/2022/DES/PGMS/Part-II/DS/255283

Dated: 24/06/2026

1.Name of Department:- DIRECTORATE OF ECONOMICS & STATISTICS

1. Name, Designation, Contact no, email id of Nodal Officer of the Department

Name :Ms. Rekha Verma

Designation : Deputy Director

Contact Number : 9999055993

Email ID : Rekha.verma25@nic.in

| S. N O. | Description | Nature of Grievance | JSAA           |                                     | AA          |                                   | FAA         |                                  | Minimum Requirement for Grievance |
|---------|-------------|---------------------|----------------|-------------------------------------|-------------|-----------------------------------|-------------|----------------------------------|-----------------------------------|
|         |             |                     | Designation    | Level 1 (please refer Point No. 3). | Designation | Level 1 (please refer Point No.3) | Designation | Leave (please refer Point No.3). |                                   |
| 1       | In English  |                     | Joint Director |                                     | Director    |                                   | Secretary   |                                  |                                   |

Digitally signed by

REKHA VERMA

Date: 24-06-2026

18:31:01

(Signature of Nodal Officer)