

**DIRECTORATE OF ECONOMICS & STATISTICS  
AND  
OFFICE OF CHIEF REGISTRAR (BIRTHS & DEATHS)  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**

**MANUALS UNDER RIGHT TO INFORMATION ACT 2005**

**DIRECTORATE OF ECONOMICS AND STATISTICS**

**MANUAL 1**

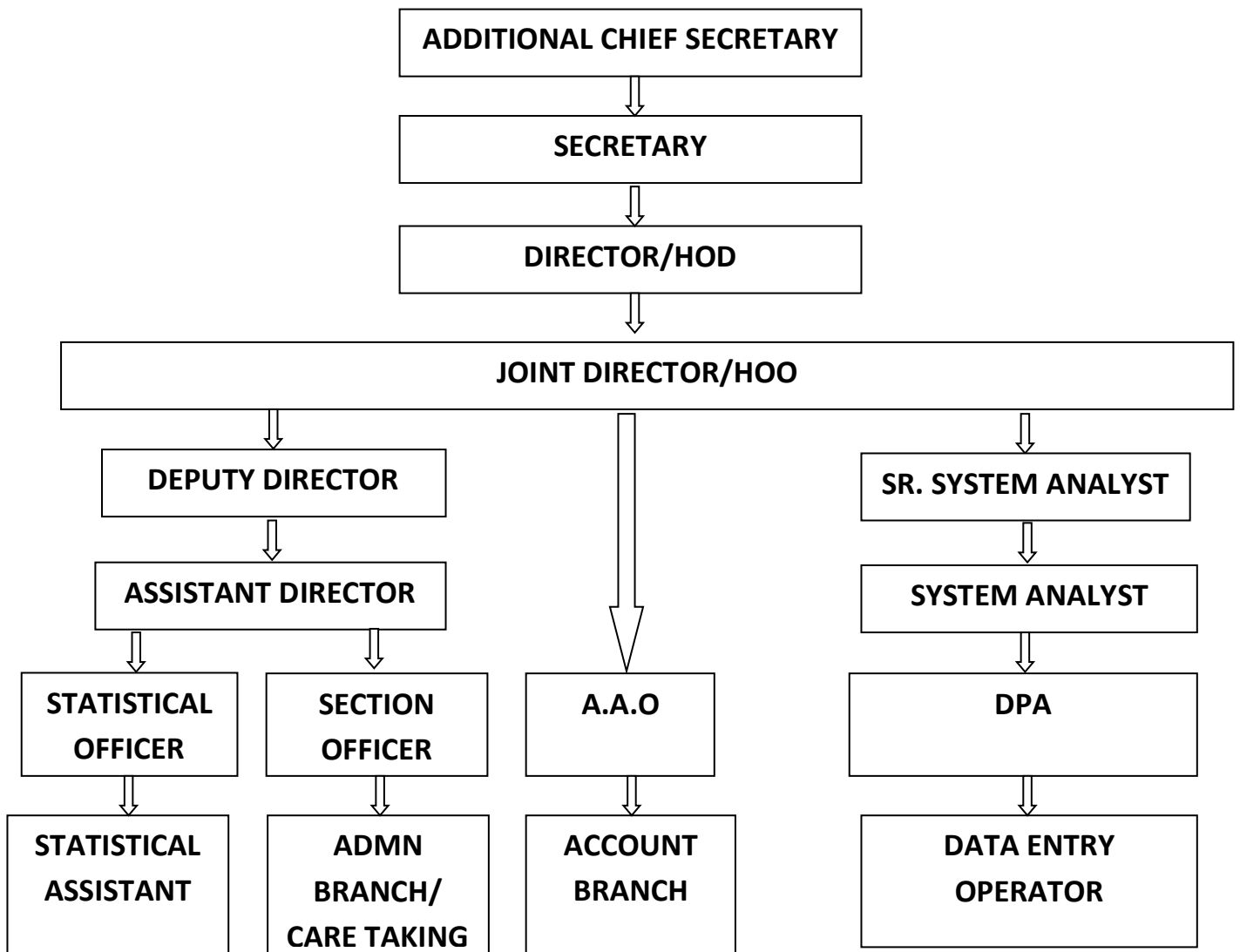
**PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES OF THE DEPARTMENT:**

- 1. Aims and Objectives of the Organization:-** Nodal agency for the collection, compilation and analysis of statistical data pertaining to various socio-economic aspects of NCT of Delhi. It is also function as the Office of Chief Registrar, Births & Deaths in the NCT of Delhi.
- 2. Mission/ Vision:-**
  - I. To collect, compile and analyse the statistical data pertaining to various socio-economic parameters taking place in Delhi.
  - II. 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,
  - III. Conduct of ad-hoc Survey/short term evaluation studies assigned by Delhi Government from time to time.
  - IV. Processing and analyzing socio-economic data collected by field units and preparation of reports,
  - V. Preparation of Estimates of State Domestic Product and related aggregates.
  - VI. Collection of data in r/o residual units to prepare the annual report of Annual Survey of Industries.
  - VII. Preparation of various chapters of Economic Survey of Delhi.
  - VIII. Analysis of Budgets of GNCTD and Local Bodies for capital formation and other indicators.
  - IX. Supervision of field work w.r.t. Economic Census as per guidelines issued by Ministry of Statistics & Programme implementation (MoSPI), Govt. of India.
  - X. Preparation of Annual Report on Registration of Births & Deaths and MCCD.

- XI. Preparation of Directory of Officials of Local Bodies engaged in Registration of Births & Deaths.
- XII. Monthly monitoring of Sex Ratio.
- XIII. Preparation of monthly Index of Industrial Production and release of its report on Annual basis.
- XIV. Collection of retail prices of Essential Commodities for compilation of Consumer Price Index for industrial workers.
- XV. Publication of Delhi Statistical Handbook and Statistical Abstract.
- XVI. Supply of statistical information required for planning purposes.
- XVII. Updation of State Indicator framework of SDG.

### 3. Organizational Chart:

## ORGANIZATION SET-UP OF DES



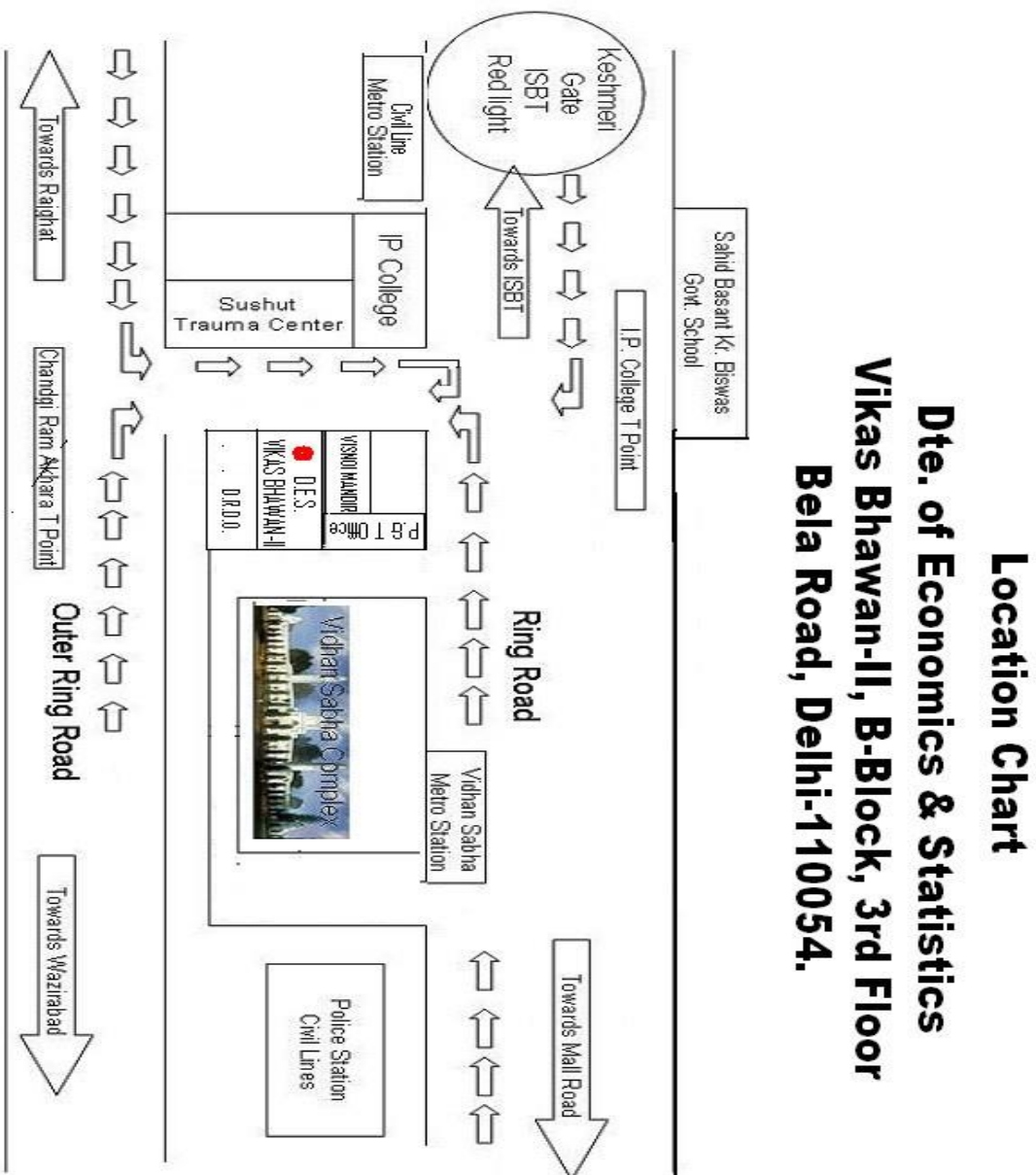
**4. Citizen Interaction:** A citizen charter in respect of vital statistics has been prepared by Directorate of Economics and Statistics which is placed in website i.e. [www.delhi.gov.in](http://www.delhi.gov.in) and various publications of DES is also placed on the website of the Directorate.

**5. Postal Address of Office:**

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
B-Wing, 3<sup>rd</sup> Floor, Vikas Bhawan-II, Upper Bela Road,  
New Delhi-110054.Tel: 23812851  
E-Mail Id : [jddes.delhi@delhi.gov.in](mailto:jddes.delhi@delhi.gov.in)  
Website: <https://des.delhi.gov.in>**

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

**Map of Office Location:-**



1. **Working hours:** The working hours for the office is from 9.30 AM to 6.00 PM with two weekly off (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.
2. **Public Interaction if any:** Public interaction takes place during socio-economic survey of various rounds of National Sample Survey and ASI and seminars organized on specific reports/topics.
3. **Grievance Redress Mechanism:** Manual 16 may be referred to for details of officers designated as Public Information Officer and Appellate Authority under the Act.