

## Activity-wise Roles & Responsibilities

**Head of the Division: Dr A. Murali M Rao**

**Contact Nos. 011-29591912/1913/29533076**

S.No.	Activity	Officials	Contact Nos. (The last four digits are of intercom)
1	System & Network Administration	Sh. L.M. Pant, Dy. Director Sh. D.K. Senapati, Asst. Director Sh. Yashpal Bhasker, Executive(DP) Sh. Rajesh Kumar, Executive(DP) Sh. Gopal Singh, Executive(DP)	011-29571979 011- 29571916 011-29571939 011-29571939 011-29571916
2	Main Website & 56 Regional Centres Websites Operations	Ms Mamta Khanna, Dy. Director Sh. Bhaskar Tripathi, Asst. Director Ms. Yogeta Kadian, Executive(DP) Sh. Rajeev Kumar, Asst. Executive(DP)	011-29571928 011-29571928 011-29571915 011-29571915
3	Campus IT Infrastructure & Maintenance	Sh. V.V. Upadhyay, Dy. Director Sh. Manoj Shukla, Executive(DP) Sh. V.K. Sharma, Executive(DP)	011-29571921 011-29571976 011-29571928
4	Software Design & Development	Sh. Vineet Kumar, Asst. Executive(DP) Sh. Mohammad Izhar Azad, Asst. Executive(DP)	011-29571931 011-29571931
5	ODLSOFT System (HR & Finance)	Sh.Pankaj Kumar, Dy. Director* Ms. Veena Chauhan, Asst.Director** Sh. Jagmohan Singh, Executive(DP) Sh. Sanjay Singh, Executive(DP) Sh. Govindaradj S. Executive(DP) Sh. Arun Kumar, Asst. Executive(DP) Sh. Anklesh Baswal, Asst. Executive(DP)	011-29571925/1922
6	Stores Operations & Maintenance	Sh. Ravi Mendiratta, Dy. Director# Ms. Poonam Loomba, Executive (DP)	011-29571919 011-29571934
7	e-Procurement (through CPP & GeM)	*Sh. Pankaj Kumar Dy. Director & Nodal Officer **Ms. Veena Chauhan, Asst. Director	011-29571925 011-29571922/1925
8	Administration	Ms. Suman Taneja, Asst. Registrar Ms. Usha Arora, PS to Head Sh. Hemraj Verma, Executive Asst. Sh. Amit Kumar, PA #Sh Ravi Mendiratta, Dy. Director (Assisting the Head of the Division)	011-29571945 011-29571913 011-29571924 011-19571913 011-29571919