In continuation of the office order F.No.1 (1)/2020-RTI Cell dated 20.05.2020, a revised order regarding the work allocation of CPIO’s at NAI, HQ, following the office order F.No.9-1/2019-Estt-I 30.09.2020, is as follows:

<table>
<thead>
<tr>
<th>S.No</th>
<th>Subject Matter/Section/Branch/Assignment</th>
<th>Central Public Information Officer</th>
</tr>
</thead>
</table>
| 1    | 1. Records Division  
      2. Records of Rehabilitation Division, Lahore Shed  
      3. Cartographic Records  
      4. Private Archives  
      5. Research & Reference  
      6. Publication | Ms. Jayaprabha Ravindran  
ADA(R) |
| 2    | 1. Museum and Exhibition  
      2. Commereation Cell  
      3. Outreach & Media  
      4. Committeeed and Conferences  
      5. National Committee of Archivist  
      6. Work related to parliament & Ministry of Culture | Ms. Sangita Mathur  
ADA(exhibition) |
| 3    | 1. Reprography  
      2. Grants Administration  
      3. Court Cases  
      4. CPWD  
      5. NAI Security  
      6. Nodal officer RTI | Shri. S.K Mishra  
ADA(Grants) |
| 4    | 1. Establishment  
      2. Library | Shri. Hasan Reza  
ADA (Estt.) |
| 5    | 1. Planning & Budget  
      2. Accounts and Audit  
      3. Management of Buildings  
      4. Administration & Vigilance  
      5. Regional office & Records Centre | Shri. Ashok Kumar,  
ADA(RC) |
| 6    | 1. Oriental Records Division | Shri. Muzaffar-i-Islam  
ADA (OR) |
| 7    | 1. Conservation Division | Dr. Sutapa Chakravarty  
ADA(CRL) |
| 8    | 1. School of Archival Studies  
      2. IT & Computer Unit  
      3. Records Management Division (RA&RS) | Ms. Kalpana Shukla  
ADA(SAS) |
<table>
<thead>
<tr>
<th></th>
<th>1. General Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2 DDO Matters, accounts and cash, supply &amp; Services</td>
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<tr>
<td></td>
<td>Shri. Rajeev Mehra,</td>
</tr>
<tr>
<td></td>
<td>Administrative officer.</td>
</tr>
</tbody>
</table>

(Jagmohan Jarela)
Deputy Director & First Appellate Authority
National Archives of India
Government of India

Copy to:
All DDA’s
All ADA’s
P.A to DGA
A.O
Regional office, Bhopal
All Records Centre
All Sections
Notice Board
Computer Section (For uploading in NAI website)
Hindi Section (for Hindi version)