

**Public Information Officer**

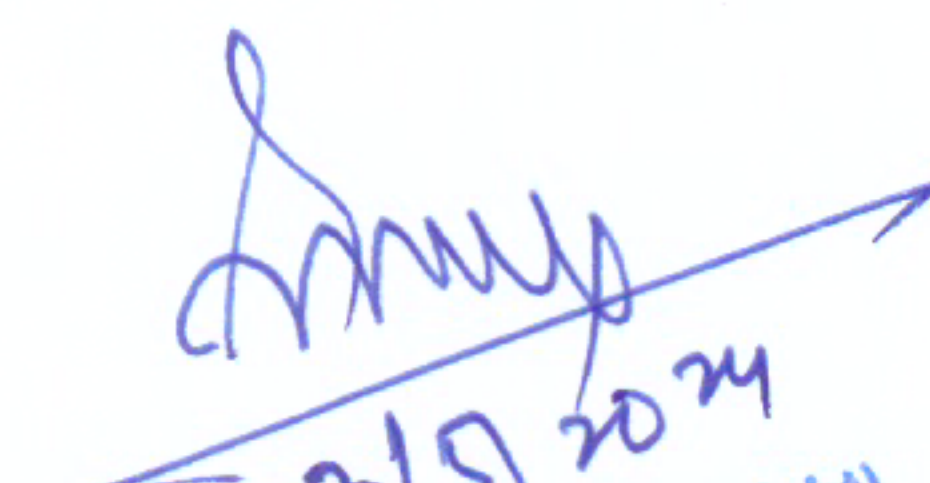
| S. No. | Designation  | Office Address                            | Tel. No. | Jurisdiction                              |
|--------|--|---|----------|---|
| 1.     | Sh. Mukesh C. Sharma,<br>Dy. Secretary<br>(Admn.)/H.O.O. | Delhi Legislative Assembly<br>Secretariat | 23890060 | Delhi Legislative<br>Assembly Secretariat |

**Assistant Public Information Officer**

| S. No. | Designation                                 | Office Address                            | Tel. No. | Jurisdiction                              |
|--------|---|---|----------|---|
| 1.     | Shri Ranjit Singh Bisht,<br>Section Officer | Delhi Legislative Assembly<br>Secretariat | 23890107 | Delhi Legislative<br>Assembly Secretariat |

**First Appellate Authority**

| S. No. | Designation    | Office Address                            | Tel. No.             | Jurisdiction                              |
|--------|----------------|---|----------------------|---|
| 1.     | Secretary (LA) | Delhi Legislative Assembly<br>Secretariat | 23890007<br>23890109 | Delhi Legislative<br>Assembly Secretariat |

  
3/5/2024  
(Ranjit Singh Bisht)  
Section Officer,  
Legislative Assembly Secretariat,  
Govt. of NCT of Delhi,  
Old Secretariat, Delhi-110054





**LEGISLATIVE ASSEMBLY SECRETARIAT  
{ADMINISTRATION BRANCH}  
NATIONAL CAPITAL TERRITORY OF DELHI  
OLD SECRETARIAT, DELHI 110054**

F.No.19(2)/2021/LAS/Estt./ 4233

Dated: 08.05.24

To

The Public Information Officer,  
Delhi Legislative Assembly Secretariat,  
Old Secretariat,  
Delhi – 110054.

**Sub: Providing the information of RTI Manuals.**

Sir,

This is with reference to your letter No. F.No.19(04)/2021/LAS/Estt./RTI/3498 dated 28.03.2024 on the above said subject, details of information sought is given as under:-

| Point No. | Question   | Reply  |
|-----------|--|--|
| 1.11.1    | Number of employees against whom disciplinary action have been (i) pending for Minor Penalty or Major Penalty proceedings. | As per records available in this Secretariat, there are no disciplinary proceedings pending against any employee at the level of this Secretariat. |
| 1.11.2    | (ii) Finalized for Minor penalty or major penalty proceedings  | N.A.   |

Yours faithfully

**(MUKESH C. SHARMA)  
DY. SECRETARY(ADMN.)/HOO**