



LEGISLATIVE ASSEMBLY SECRETARIAT
ADMINISTRATION BRANCH
NATIONAL CAPITAL TERRITORY OF DELHI
OLD SECRETARIAT, DELHI 110054.

F. No. 19(06)/2025/LAS/ESTT./3404

Dated: 12/06/2026

To,

The Public Information Officer,
Delhi Legislative Assembly Secretariat,
RTI Branch, 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/19168 dated 25.03.2026 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 one (01) disciplinary proceedings pending against one employee at the level of this Secretariat.
1.11.2	(ii) Finalized for Minor penalty or major penalty proceedings	N.A.

Yours faithfully

(RAVINDER SINGH)

DY. SECRETARY (ADMN.)/HOO



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ADMINISTRATION BRANCH
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PUBLIC INFORMATION OFFICER

S. No.	Designation	Office Address	Tel. No.	Jurisdiction
1.	Sh. Ravinder Singh Dy. Secretary(Admn.)/H.O.O.	Delhi Legislative Assembly Secretariat	20833330	Delhi Legislative Assembly Secretariat

ASSISTANT PUBLIC INFORMATION OFFICER

S. No.	Designation	Office Address	Tel. No.	Jurisdiction
1.	Sh. Ranjit Singh Bisht Section Officer(Admn.)	Delhi Legislative Assembly Secretariat	23890107	Delhi Legislative Assembly Secretariat

FIRST APPELLANT AUTHORITY

S. No.	Designation	Office Address	Tel. No.	Jurisdiction
1.	Sh. Harshit Jain Joint Secretary	Delhi Legislative Assembly Secretariat	23890007 23890109	Delhi Legislative Assembly Secretariat