

## **Central Registry (CR Section)**

### **Items of Work**

- 1. Receipt of dak through post/speed post/courier/by hand etc. (except dak meant for officers by name and dak of Ministers Office where acknowledgement is sought).**
- 2. Distribution of dak received in section to different sections/officers.**
- 3. Dispatch of dak through post/by hand to nearby officers/by Dispatch Rider.**
- 4. Night Duty Clerk.**
- 5. Printing of material of Main Sectt.**

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### **Other Information**

**Section Name:** Central Registry

**Room No.:** 12

**Telephone No.:**     **Auto**  
23719308     :     2160  
230011560     :     .

#### ***Officers in Channel:***

Shri H.K. Gandhi – Section  
Officer

Shri Jagdish Kumar– Under  
Secretary

Shri H.C. Gaur – Deputy  
Secretary

Shri S.K. Srivastav – Joint  
Secretary

[Secretary](#)

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