



**DELHI DEVELOPMENT AUTHORITY**  
**PERSONNEL DEPARTMENT**  
**PERSONNEL MANAGEMENT INFORMATION SYSTEM CELL**  
**VIKAS SADAN, NEW DELHI-110023**

F11 (MISC)/CORR./18/PMIS/Pt-1/13

Dated: 10/03/2025

CIRCULAR No. 01 /2025

**Sub: Updation of Telephone Directory of DDA – reg.**

It has come to notice that the details of officers/officials/branches given in the official telephone directory of DDA, placed in public domain, are not being updated regularly as change in such details are not being regularly forwarded to the PMIS Cell by the concerned offices.

In order to update the details in the directory, all concerned branches of DDA are requested to check the available details in the telephone directory available on the DDA website (<https://dda.gov.in/contact-us>) and forward the updated details at the earliest to the PMIS Cell, via email at: [adpmis@dda.org.in](mailto:adpmis@dda.org.in), within 15 days time for making necessary amendments in the Directory.

For ensuring timely updation in future, all HODs are requested to nominate an officer to periodically, say on monthly basis, review and send the updated department-wise requisite details to the PMIS Cell for carrying out corrections in the telephone directory of DDA.

This is issued with the approval of competent authority.

  
(Vineet Jain) 10/3/25

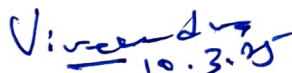
Commissioner (Personnel)

To

1. All HoDs for circulation amongst branches
2. OSD to VC
3. Director (P)-I & II, Director (Systems)/Vig.- I & II
4. PS to F.M./E.M./CVO/Pr. Commissioners
5. PS to Commissioner (P)
6. DD (Systems) for uploading this circular on DDA's website under the Employee Corner Section

Copy To:

- PS to VC, DDA for kind information of latter.

  
Director (P)-I 10.3.25