F.No. 15/WIM/SCERT/2021-22/2435-40      Dated:-20/5/25

## ORDER

**Subject: Approved Content Managers and Additional Officials for Website Management from DIETs and B.Ed. Division**

In continuation of the circular vide issued no. F. 15/WIM/SCERT/2021-22/**1503-1508** dated **01.05.2025** regarding the nomination of Content Managers and Supporting Officials from all DIETs and the B.Ed. Division under SCERT Delhi for website-related responsibilities, the nominations received from the respective Heads of Institutions.

In view of strengthening institutional digital presence and ensuring seamless coordination for content-related activities, the following officials are hereby nominated as **Content Managers** and **Supporting Officials** for managing their respective websites, facilitating timely updates, and coordinating with the **SCERT Website Management Team.**
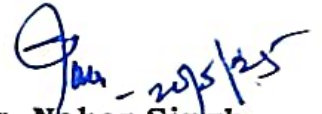
| S. No. | Name of Institution/DIET | Content Manager (Name & Designation) | Supporting Official (Name & Designation) |
|---|---|---|---|
| 1 | B.Ed Division | Dr. Sumit Kr. Sharma, Assistant Professor | Mr. Vedansh Sharma, BRP |
| 2 | Bhola Nath Nagar | Dr. Poonam Rana, Assistant Professor | Mr. Ravi Kant, BRP |
| 3 | Daryaganj | Dr. Neha Sharma, Assistant Professor | Mr. Rohit Kumar Mishra, BRP |
| 4 | Ghumanhera | Sh. Murari Lal Jha, Assistant Professor | Mr. Mithlesh Kumar, BRP |
| 5 | Karkardooma | Ms. M.K. Jayala, Technician | Mr. Antriksh Moral, BRP |
| 6 | Keshavpuram | Mr. Ajay Rawat, Technician | Ms. Aarti Chand, BRP |
| 7 | Moti Bagh | Sh. Santosh Kumar Bhandari, Technician | Sh. Amit Kumar, BRP |
| 8 | Pitampura | Dr. Charu Varma | Ms. Kanika, BRP |
| 9 | Rajendra Nagar | Dr. Surinder Singh, Assistant Professor | Ms. Komal, BRP |
| 10 | RK Puram | Dr. Laxmi Dagar, Senior Lecturer | Ms. Tanu Sharma, BRP |

All designated officers and officials are expected to:

- Ensure timely submission of verified and accurate content for their respective institutional web-pages.
- Coordinate proactively with the SCERT Web Management Team to maintain consistency in design and information architecture.
- Follow the prescribed content and branding guidelines issued by SCERT, Delhi as well as Department of Information Technology, GNCT of Delhi.
- Notify SCERT immediately in case of any change in nomination or unavailability of the assigned officials.

For technical support or content-related queries, you may write to **scertportal@gmail.com**.

This order takes immediate effect and supersedes all previous communications on the matter.
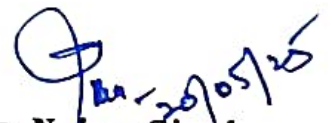
**Dr. Nahar Singh**
**Joint Director, SCERT**

F.No. 15/WIM/SCERT/2021-22/

Dated:-

Copy to –

1. PA to Director, SCERT
2. PA to Secretary, SCERT
3. PA to Jt. Director, SCERT
4. All Principals (B.Ed and DIETs)
5. Dr. Sapna Yadav, Website Information Manager, WIM Cell.
6. All concerned, through respective Principal (B.Ed. and DIETs).
7. WIM, SCERT
8. Guard File

**Dr. Nahar Singh**
**Joint Director, SCERT**