



DEPARTMENT OF DELHI ARCHIVES
GOVERNMENT OF NCT OF DELHI
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F. No. DA-E012(14)/10/2018-Records- 1291

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ORDER

All are informed that the Research Room, Bhagat Singh Archives & Resource Centre and Library of this department will be opening from 19th October, 2020 (Monday) subject to following SOP under COVID-19 :

1. Only 2 users per day will be allowed to visit the department from 10:00 AM to 5:00 PM (Monday to Friday) on first come first serve basis.
2. The interested users should send their requests through email to ddarchives@nic.in and pre-book their seats preferably one day in advance to avoid any inconvenience along with the records they want to access physically.
3. Confirmation mail will be sent to them. Only those members will be allowed to visit the department who have been confirmed through return mail.
4. Only registered users will be allowed. You can register yourself at <http://archives.delhi.gov.in/abhilekh> before your visit to the department.
5. You are advised to search the requested records of your interest on the portal firstly. The department will not provide any record in physical if it is available on the portal.
6. Please wear your mask properly, carry hand sanitizer and personal stationary items (pen, pencil, eraser, paper etc.) while coming to the department.
7. In case of fever, cold, cough or any kind of illness, the user will not be allowed to enter strictly.
8. Carrying any Identity Proof such as Aadhar Card, Voter ID Card, Driving License, Govt. ID or any other ID having photo along with address issued by any government department is must.


(Sanjay Kumar Garg)
Head of Office (Archives)