

Overview

Directorate of Printing

The history of the Govt. of India Presses dates way back to the year 1862. The Directorate of Printing is an attached office of Ministry of Urban Development. As per the Allocation of Business Rules, the Directorate is the Government Printer and responsible for executing printing works for all Ministries/Departments of Government of India including forms for Civil and Defence Departments. Stocking and distribution of various forms for Ministries/Departments, as per their requirements are other important functions of this Directorate.

Having professionals in the organization, this Directorate also renders advice from time to time to various State Governments and Central Governments, Autonomous Bodies, Universities, Public sectors Units, Enterprises on technical matters relating to printing and allied subject in Printing Technology as well.

The Directorate of Printing is basically a service Department running on “No profit No Loss” basis and is dependent largely on jobs from various Ministries/Departments of the Government. The Production-cum-Training Centre at Shimla and Faridabad also functions to train the in-service employees. The Printing Jobs being executed by the Directorate include a range of requirements of various Ministries /Departments of Government of India and Lok Sabha and Rajya Sabha, Cabinet Secretariat, P.M.O. These are being undertaken within the stipulated time period. The specific demands of Departments for printing jobs in multi-colour are also being met by out sourcing.

For the exclusive e-publishing and speeding up the process, the existing e-gazette website www.egazette.nic.in is being re-designed with the provisions of directly submitting the digitally signed matter for publication by the indenting Department/Ministry to the Govt. of India Presses on the web portal.

Implementation of the Right to Information Act, 2005

Under the Right to Information Act, 2005, the Directorate has followed the principles of transparency and proactive disclosures of information. As prescribed under Section 4 of the RTI Act, necessary information pertaining to Directorate have been put on the website i.e. <http://dop.nic.in>. All applications received in the Department are replied as per provisions of RTI Act, 2005. A total number of 436 applications and 39 appeals were received under the Right to Information Act and disposed off during the year 2017-18.

Public Grievance Cell

The Public Grievance Cell is under the overall control of Director (Ptg.) who is the Nodal officer for Public Grievance.

Room No. 103 'B' Wing,

Nirman Bhavan,

New Delhi- 110011

Telephone No. 23061413 (Office)

Besides the Manager/ Head of each Government of India Press is In-Charge of the Grievance redressal machinery at the unit/ press level.

Website

Website of Directorate of Printing i.e. <http://dop.nic.in> is updated regularly. All information relating to Directorate and its subordinate Offices is available on the website in both Hindi and English language. Action to make the website GIGW compliant is in process.

What We Do

Jobs Undertaken

Important Printing jobs undertaken by directorate of Printing are as follows:

- Union Budget
- Sessional Papers of Both the Houses of Parliament which requires overnight Printing
- Weekly and Extra-Ordinary Gazette of India / Delhi Gazette
- Import and Export policy of Ministry of Commerce
- Secret / confidential Publications i.e. Question Papers / Reports
- Periodicals, Reports, journals of different departments.
- Standard Forms
- Postal Forms and Annual Reports of Ministries / Departments

e-Gazette

The Directorate of Printing has been entrusted with responsibility for uploading of all 18 types of Gazette Notifications on the e-Gazette website for the access of common public at free of cost. As the evolution of Printing industry and continuation of the Digital India programme, an environment friendly step has been taken by the Govt. of India, i.e. the physical printing of Gazette Notifications of the Govt. of India has been dispensed and exclusive e-publishing of the same has been started in compliance to the provisions of Section 8 of the Information Technology Act, 2000 with effect from 1st October, 2015. Due to this decision, all the Extraordinary Gazettes are e-published within five working days with the substantial reduction in usage of paper, electricity, chemicals, ink etc. By minimizing the usage of paper, it will be a great environment friendly step by the Government.

e-Procurement

- e-procurement is implemented in this Directorate.
- Trade Apprenticeship Scheme in Government of India Presses
- Under this Scheme, Apprenticeship training under various trades is being imparted in the Govt. of India Presses.

Organizational Structure

The Directorate of Printing is headed by the Director of Printing who is the administrative and technical Head of the Department. There are 18 field units under the Directorate of Printing as under:-

1. Government of India Press, Minto Road, New Delhi.
2. Government of India Press, Santragachi, Howrah, West Bengal
3. Government of India Press, Nashik, Maharashtra.
4. Government of India Press, Rashtrapati Bhawan, New Delhi.
5. Government of India Press, Ring Road, New Delhi.
6. Government of India Press, Faridabad, Haryana.
7. Government of India Press, Nilokheri, Haryana.
8. Government of India Press, Shimla, Himachal Pradesh
9. Government of India Press, Aligarh, Uttar Pradesh.
10. Government of India Press, Temple Street, Kolkata, West Bengal.

11. Government of India Press, Coimbatore, Tamilnadu.
12. Government of India Press, Koratty, Kerala.
13. Government of India Text Book Press, Chandigarh.
14. Government of India Text Book Press, Bhubaneswar, Orissa.
15. Government of India Text Book Press, Mysore, Karnataka.
16. Outside Printing Branch, Head Quarter, New Delhi.