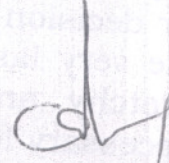


GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE LABOUR COMMISSIONER
5, SHAM NATH MARG, DELHI.

Sub: Circular regarding important issues and time bound matters.

Please find enclosed herewith the circular dt. 27/03/2015, duly signed by the secretary to Chief Minister regarding the above cited subject, for taking necessary action.

Encl. as above



(R.K. BAJAJ)

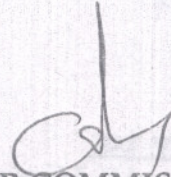
ASSTT. LABOUR COMMISSIONER
(ADMN)

No. F.Misc./LC/Estt/09/255

Dated: 28/4/2015

Copy forwarded for information and necessary action to the following:-

01. PA to Addl. Labour Commissioner, Labour Department, 5-Sham Nath Marg, Delhi-110054.
02. All JLCs/ DLCs/ALCs of Labour Deptt., Govt. of NCT of Delhi.
03. Accounts Officer, Labour Deptt., GNCTD, Delhi-54.
04. All incharge of Factory and Electrical Branch, Labour Deptt., Govt. of NCT of Delhi.
05. System Analyst, EDP Cell for updating the above order on the website of Labour Deptt.



ASSTT. LABOUR COMMISSIONER
(ADMN)

7535/ke
30/3/15

GOVERNMENT OF NCT OF DELHI
CHIEF MINISTER'S OFFICE
3RD LEVEL, A WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI-110002

No. Pmncm/2015/453-587

Date: 27/03/2015

CIRCULAR

It has been noticed that files pertaining to various important, complex and time bound matters are submitted for decision/recommendation of the Hon'ble Chief Minister at the very last minute. At times, even the note on the file is sketchy and does not contain the complete information necessary for decision on the subject. The matters being time bound, such files cannot be referred back to the department for further information, rendering it in a difficult administrative situation.

Le/Div (Emp)

Re circulate
to all offices
up to ALCs and
equivalent

In view of the above, Hon'ble Chief Minister has directed that all files being submitted to this office should invariably contain a comprehensive background note covering all aspects of the case for decision/recommendation of the Hon'ble Chief Minister. Further, the files should be submitted well in time so that due attention may be paid to all aspects of the case and no matter is left pending for paucity of time.

30/3/15

30/3/15
AHO/Secy (A)

31/3/15

Rajendra
27/3/15

(Rajendra Kumar)
Secretary to Chief Minister

182/Sb-1/LC
31/3/2015

Copy to:

1. All Ministers of Delhi Government.
2. All Pr. Secretaries/Secretaries/HODs, Government of NCT of Delhi.
3. All Heads of Local Bodies/Autonomous Bodies/Undertakings/Corporations/Boards/Institutions under Government of NCT of Delhi.

1.4.2015
DA. Sh. Tyagi (Sanjay)
6/4/15
ALC(A)
14/15