

GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
GLNS COMPLEX, DELHI GATE
NEW DELHI-110002
[ADMINISTRATION BRANCH]

F.10 (335)/Admn-I/2016/DSW/Estt./ 8085-8155


Dated:

22 JUN 2017

CIRCULAR

I am directed to enclose a copy of letter No. PS/CS/2017/7163 dated 16/06/2017 received from Chief Secretary, GNCT of Delhi for information and further necessary action.

Encl: As above.


Dy. Director (Admn-I)

F.10 (335)/Admn-I/2016/DSW/Estt./ 8085-8155

Dated:


22 JUN 2017

Copy for information to:

1. P.S to Secretary, HQ, Department of Social Welfare.
2. P.A to Director, HQ, Department of Social Welfare.
3. P.A to Spl. Director, HQ, Department of Social Welfare.

Copy to:

1. All DDs, DSW, GNCTD, GLNS Complex, Delhi Gate, Delhi.
2. DCA, DSW, GNCTD, GLNS Complex, Delhi Gate, Delhi.
3. All-DOs, DSW, GNCTD, Delhi.
4. All DDO/HOO of Homes/Institutions, DSW, GNCTD, Delhi.
5. Sr. System Analyst, DSW for uploading the circular on the Departmental website.
6. Guard file.


Dy. Director (Admn-I)

73/c

Govt. of NCT of Delhi
OFFICE OF THE CHIEF SECRETARY
Delhi Secretariat, L.P. Estate, New Delhi.

No. PS/CS/2017/ 7163

Dated: 16.06.2017

CIRCULAR

Hon'ble Chief Minister has been seeking reports on various matters from different departments from time to time through Chief Secretary. In most cases timelines are stipulated.

Every effort should be made to submit the requisite reports within the given timeline. In the eventuality of any report getting delayed, the concerned Secretary should invariably inform the office of Hon'ble Chief Minister and this office.

MS
16/6/17

(Dr. M.M. KUTTY)
CHIEF SECRETARY

All Pr. Secretaries/Secretaries/HODs and
Heads of Autonomous Bodies

M. K. Lakshmi
BSW
BSW