

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

F.10 (232)/2015/DSW/Cir./Estt/Pt-I/8/58-8228


Dated:

22 JUN 2017

CIRCULAR

I am directed to enclose a copy of letter No. 4600-4694 dated 16/06/2017 received from Secretary (AR), Administrative Reforms Department; GNCT of Delhi regarding Field visits by HODs/Secretaries/Pr. Secretaries for information and further necessary action.

Encl: As above.


Supdt. (Admn-I)

F.10 (232)/2015/DSW/Cir./Estt/Pt-I/8/58-8228

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.


Supdt. (Admn-I)

OFFICE OF THE SECRETARY
ADMINISTRATIVE REFORMS DEPARTMENT
GOVERNMENT OF NCT OF DELHI
7TH LEVEL, C - WING, DELHI SECRETARIAT,
I.P. ESTATE, NEW DELHI - 110002


No. 4600-4679

Dated: 16/06/17

CIRCULAR

In continuation of this office earlier Circular No.F.19 /16/AR/2016 /Misc /Partfile-3/2017/4354-4443 dated 02/06/2017, Chief Secretary has directed that all the Pr. Secretaries / Secretaries/ HODs shall submit the reports of the field visits made during the last week by tomorrow i.e. 16.06.2017, positively to the office of Chief Secretary.

Henceforth, all the Pr. Secretaries / Secretaries/ HODs shall submit the reports of the field visits made during the week every Friday to the office of Chief Secretary while the other officers shall submit their reports to their respective HODs/ Secretaries on weekly basis.


(Rakesh Bali)
Secretary (AR)

All Pr. Secretaries /Secretaries/HODs of GNCT of Delhi including autonomous bodies/commissions/boards under GNCT of Delhi

Copy for information to:-

- i) Secretary to Hon'ble LG, Delhi.
- ii) Addl. Secretary to Hon'ble Chief Minister, Delhi.
- iii) Secretary to Hon'ble Dy. Chief Minister, Delhi.
- iv) Secretaries to all Hon'ble Ministers, GNCT of Delhi.
- v) SO to Chief Secretary, Delhi