

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/1446-47

Dated: 23/11/17

CIRCULAR

Please find enclosed a copy of a letter No. F.03/02/AR/2017/PF-I/9635-9724 dated 14/11/2017 received from Secretary (AR), Administrative Reforms Department regarding Public Hearing Timings i.e. 10:00 AM to 11:00 AM for information and further necessary action.

Encl: As above.


S.O. (Admn-I)

F. 10(232)/2015/DSW/Cir./Estt./Pt-I/1446-47

Dated: 23/11/17

Copy to:

1. Sr. System Analyst, DSW for uploading the circular on the Departmental website.
2. Guard file.


S.O. (Admn-I)

44/CC
23/11/17

(MB) 002
24/11/2017

Sh. Kamal Kumar, A.P.

Office of the Secretary (SW/WCD)
Deptt. of Social Welfare
Govt. of NCT of Delhi
17 NOV 2017
5899
Dy. No...

OFFICE OF THE SECRETARY
ADMINISTRATIVE REFORMS DEPARTMENT
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
7th FLOOR, 'C' WING, DELHI SECRETARIAT,
I.P. ESTATE, NEW DELHI 110002

No.F.03/02/AR/2017/PF-I 9635-9724

Date: 14/11/17

CIRCULAR

Kindly refer to Chief Secretary, Delhi Circular No. F.19/16/AR/2016/Misc./4169-76 dated 25.05.2017, Circular No. F.19/16/AR/2016/Misc./7267-7346 dated 01.09.2017 and Administrative Reforms Department Circular No. F.19/16/AR/2016/Misc./Part File-2/ 4701-95 dated 16.06.2017 for compliance of directions of Hon'ble Chief Minister, Delhi regarding presence of Pr. Secretaries/ Secretaries/ HODs/ Sr. Officers in their offices during Public Hearing Timings i.e. 10.00 AM to 11.00 AM.

It has been observed that some of the Officers are not available in their offices during the Public Hearing Timings, a number of complaints have been received.

All the Pr. Secretaries/ Secretaries/ HODs are requested to ensure that all Officers remain available for Public Hearing from 10:00 am to 11:00 am to meet the public.

A Daily Status Report is being sent to the concerned HODs through mail (on the same day) as well as DAK for Action Taken Report for absence of Officers within 03 days through return mail. All the Pr. Secretaries/ Secretaries/ HODs are, therefore, requested to call the explanations of erring officers and send to Administrative Reforms Department.

It is pertinent to mention here that the presence of Officers during the Public Hearing Timings is being closely monitored in the Hon'ble Chief Minister's Office.

All the Pr. Secretaries/ Secretaries/ HODs are also requested to utilize this one hour i.e. 10:00 AM to 11:00 AM for disposal of PGMS pendencies.

DIRECTOR SOCIAL WELFARE
17 NOV 2017
DY. NO. 5897

Rakesh Baii
Secretary (AR)

To

All the 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) Advisor 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
- vi) The Spl. Secretary (PGMS), Office of the Chief Minister, Delhi, GNCT of Delhi with reference to your Office Letter No. F. 2(2)/CMO/PGMS(pub. Meet)/Pt. file - I/2017/1086 dated 18.10.2017

SOCIAL WELFARE
4093
Dy. No.
Date: 17-11-17

DWCD

AS 474
D.S.W.
P.S.

D.D / Admn.

20/11

S/O/A

20/11
M. Prakash