

**REMINDER-II**  
**MOST URGENT**  
**TIME BOUND**

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

F. No. 54(38B)/Bifurcation/Plg./DSW/2006/Pt./281-329

Dated:

04 APR 2018

**Sub: Regarding Sanctioned post and post creation order of all the staff working in Department of Social Welfare.**

In continuation of this office letter No.54(38B)/Bifurcation/Plg./DSW/2006/Pt/33097-146 dated 20/02/2018 and its subsequent reminder dated 16/03/2018 on the above cited subject, vide which it was directed to provide details of Sanctioned Post along with Post creation order of all the staff working in your office within 3 days, which is still awaited.

All the DSWO/HOO/DDO/Supdt of Homes/Institutions of Department of Social Welfare, GNCTD **who have still not provided** the requisite detail are therefore, once again directed to provide the details of Sanctioned Post along with Post creation order of all the staff working in their office within **3 days** of the receipt of this order.

Non-compliance will be viewed seriously.

This issues with the prior approval of the Competent Authority.

  
Section Officer (Admn-I)


F. No. 54(38B)/Bifurcation/Plg./DSW/2006/Pt./281-329

Dated:

04 APR 2018

**Copy to:**

1. P.A to Director (SW), GLNS Complex, Delhi Gate, Delhi.
2. P.A to Spl. Director (SW), GLNS Complex, Delhi Gate, Delhi.
3. All the DSWO/HOO/DDO/Supdt of the Department of Social Welfare, GNCT of Delhi.
4. Sr. System Analyst, DSW (HQ) for uploading on the Departmental website.

  
Section Officer (Admn-I)

Sh. Kamal Kumar, A.P.

2.57/CC  
5/4/18