

Through e-mail

DEPARTMENT OF SOCIAL WELFARE
GOVT. OF NATIONAL CAPITAL TERRITORY
G.L.N.S. COMPLEX, DELHI GATE, NEW DELHI-02
[ADMINISTRATION-II BRANCH]

F. 45 (38)/2011/DSW/Estt/ 3534-614

Dated:

09 MAY 2018

CIRCULAR

All the DDO/HOO/Supdt./Principal/Vice Principal/Head Master of all the Institutions/Homes/Schools of Department of Social Welfare are requested to send the details in r/o Contractual Employees as well as outsourced officials working in their offices engaged by the Department of Social Welfare along with their engagement order to this Department in the following format within 04 days after issue of this letter.

Sl. No.	Name of the official	Designation	Present posting and since when	Place of Salary drawn (Office)	Details of all previous postings	Engagement order No. & date	Engagement period
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08/05/18
(D. Karthikeyan)

Deputy Director (Admn.-II)

To

All the DDO/HOO/Supdt./Principal/Vice Principal/Head Master
of all the Institutions/Homes/Schools of Department of Social Welfare


F. 45 (38)/2011/DSW/Estt/

Dated:

Copy to:

1. Ps to Secretary (SW)/Director (SW) for information.
2. Sr. System Analyst with the request to upload the circular on the website of the Department of Social Welfare.

904/cc
10/5/18

Please do the needful, urgently
Sh. Abhishek Ras. Bng. Asstt (A) 
10/05/2018