

Reminder-IV
MOST IMMEDIATE/TIME BOUND

GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
GLNS COMPLEX, DELHI GATE, NEW DELHI-02

No.F.10(190)/DSw/Admn-II/wo-CD/Remu/2016 *24084-24124* Date:

CIRCULAR

This is in continuation to the earlier circular vide No. F 10(190)/DSW/Admn-II/WOCD/Remu/2016/21072-21117 dated 11/09/2018 vide which all DDOs/HOOs/Branch Incharges were required to furnish the certificates of release of remuneration in respect of all contractual/outsourced staff latest by 15th day of succeeding month. But it has been observed that in spite of repeated requests, the certificates are not being provided by the concerned DSWOs/Branch Incharges/DDOs/HOOs in time.

Therefore, all the Supdts/DDOs/HOOs/Branch Incharges of the Department are once again requested to ensure that the remuneration/salary of contract/outsourced employees shall be paid before 10th day of every month and to send the requisite certificate regarding payment of salary in r/o contractual/outsourced staff working in the homes/institutions latest by 15th day of every month to Section Officer (Admn-II) DSW.

This may kindly be treated as **MOST URGENT** and **GIVEN TOP PRIORITY**.

[Signature]
Dy. Director (Admn)

No.F.10(190)/DSw/Admn-II/wo-CD/Remu/2016 *24084-24124* Date:

Copy to:

1. All Supdts/DDO/HOO of Homes/Institutions, DSW, GNCTD, Delhi Gate, Delhi
2. System Analyst, DSW for uploading the circular on the Departmental website.
3. Guard file.

Copy for information to:

1. The Secretary-cum-commissioner (Labour), 5 Sham Nath Marg, Delhi
2. Ps to Secretary (SW), GLNS Complex Delhi Gate, Delhi
3. PA to Director (SW), GLNS Complex Delhi Gate, Delhi.

[Signature]
Dy. Director (Admn)

Please do the needful.

15/3/ce
4/10/18

Sh. Kamal Kumar, A-R

Ms. Kanchan, A-R

(MB) 04/10/2018