

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

**PLANNING BRANCH : DEPARTMENT OF SOCIAL WELFARE**  
**GOVERNMENT OF NATIONAL CAPITAL TERRITORIES OF DELHI**  
**GLNS COMPLEX, DELHI GATE, NEW DELHI-110002.**  
**(Email: [soplanningsw@gmail.com](mailto:soplanningsw@gmail.com), Phone:011-23392451)**

F.No.54(191)/DSW/PLG/2019/

Dated:13.03.2019

To

All District Social Welfare Officers (DSW),  
All Plan Implementing Officers of the Institutions/ Homes (DSW).

**Sub: Write-Up & Budget Estimates 2019-20 for all Schemes/ Projects/  
Programme of Social Welfare Department -reg.**

Sir/Madam,

Please refer to this office letter of even no., dated 27.12.2018 & 25.02.2019, on the subject cited above. In this regard it is reminded that the revised/ updated information is not received on Email till date, in spite of continuous requests.

You are, therefore, requested again to send the requisite information through Email in 'MS Word format' to [soplanningsw@gmail.com](mailto:soplanningsw@gmail.com) for onward transmission, **by 15.03.2019**, positively.

**This may be treated as Most Urgent & Time Bound.**

Yours faithfully,

(AJAY KUMAR)  
Asstt. Director (Plg.)

F.No.54(191)/DSW/PLG/2019/ 413

Dated:13.03.2019

Copy to:

1. P S to Secretary (SW), Department of Social Welfare, GNCTD.
2. P A to Director (SW), Department of Social Welfare, GNCTD.
- 3...Dy. Director (FAS), Dy. Director (VAC), Dy. Director (SS), Dy. Director (School), Dy. Director (SD), Deptt. of Social Welfare with the request to send the information timely, strictly through Email in MS Format to [soplanningsw@gmail.com](mailto:soplanningsw@gmail.com).
4. The System Analyst (IT), Computer Cell (DSW), Department of Social Welfare, GNCTD with the request to upload this letter on the website of this Department.

(AJAY KUMAR)  
Asstt. Director (Plg.)

Mr. Abhishek  
14/3/19

2970/ce  
14/3/19