

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

F. 10(31)/2009/DSW/Estt./Training Programme/4846-4864

Dated:-

To

The Assistant Director (Training-III)/Course Coordinator
Directorate of Training (UTCS)
Vishwas Nagar, Institutional Area
Behind Karkardooma Courts
Delhi- 110032.

9 JUN 2019

Sub: Attachment of DANICS Probationers (55th batch) from 24/06/2019 to 05/07/2019.

Sir,

With reference to your letter No. F.7(2)/7/17-18/UTCS/TS-III/55th/3107-11 dated 22/05/2019 on the subject cited above, I am directed to forward herewith the attachment plan for the probationers with the Social Welfare Department for your information & further necessary action.

This issues with the approval of the Competent Authority.

Encl: As above.


(Pradeep Kumar)
Dy. Director (Admn)


F. 10(31)/2009/DSW/Estt./Training Programme/4846-4864

Dated:-

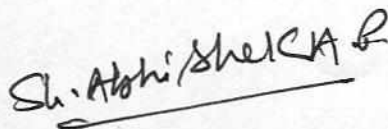
Copy to with request to attend the probationers as per the enclosed attachment plan.

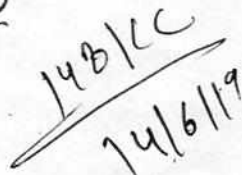
9 JUN 2019

1. PS to Secretary (SW), GLNS Complex, Delhi Gate, Delhi.
2. PA to Director (SW), GLNS Complex, Delhi Gate, Delhi.
3. Dy. Director (FAS), GLNS Complex, Delhi Gate, Delhi.
4. CPO, Sewa Kutir Complex, Kingsway Camp, Delhi.
5. Administrator, Asha Kiran Complex, Avantika, Sec-1, Rohini, Delhi.
6. District Social Welfare Officer (West)/Supdt.(MCU), Nirmal Chayya.
7. Dy. Director (Disability), GLNS Complex, Delhi Gate, Delhi.
8. Dy. Director (Social Defence), GLNS Complex, Delhi Gate, Delhi.
9. Dy. Director (Schools), GLNS Complex, Delhi Gate, Delhi.
10. Dy. Director (VAC), GLNS Complex, Delhi Gate, Delhi.
11. District Social Welfare Officer (North West-I&II), Sector-4, Rohini.
12. Principal (SMRC), Mayur Vihar
13. Supdt. (SHMRP/HMRP), Rohini Avantika.
14. Supdt. (HLTB), Tahirpur
15. Superintendent, Nav Kiran-I &II Half way/Long stay Home, Sector-3, Rohini.
16. Dy. Director (CTB), GLNS Complex, Delhi Gate, Delhi with request to provide 2/3 vehicles to the officers during the attachment.
- ✓ 17. Sr. System Analyst, DSW, GLNS Complex, Delhi Gate, Delhi with request to upload daily attendance of the probationers to the UTCS through email at adtrg3utcs.delhi@nic.in or fax at 20822470 by 10:30 AM daily.
18. Guard file.


(Pradeep Kumar)
Dy. Director (Admn)


14/06/2019

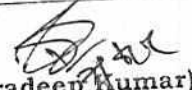



14/6/19

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

**ATTACHMENT OF DANICS PROBATIONERS (55TH BATCH) FROM 24/06/2019 TO
05/07/2019.**

Date	Attachment Plan	Officer to be contacted
24/06/2018	(i) Introduction & Briefing of the Department (ii) Visit to FAS Branch, DSW (HQ), GLNS Complex, Delhi Gate, New Delhi.	(i) Director (SW) (ii) Dy. Director (FAS), DSW(HQ)
25/06/2019	Visit to Asha Kiran Complex, Avantika.	Administrator (Asha Kiran)
26/06/2019	Visit to Nav Kiran-I &II Half way/Long stay Home, Sector-3, Rohini.	Superintendent (Half way/Long stay Home)
27/06/2019	Visit to Sewa Kutir Complex, Kingsway Camp, Delhi (Poor House, HMBD, CPO, JJB)	CPO, Sewa Kutir Complex
28/06/2019	Visit to Nirmal Chayya Complex, Jail Road, Hari Ngar, New Delhi.	Distt. Social Welfare Officer (West)/Supdt. (MCU), Nirmal Chayya
01/7/2019	Visit to Disability Branch & Social Defence Branch, DSW (HQ), GLNS Complex, Delhi Gate, New Delhi.	(i) Dy. Director (Disability), DSW(HQ) (ii) Dy. Director (Social Defence), DSW(HQ)
02/07/2019	Visit to School Branch & VAC Branch, DSW (HQ), GLNS Complex, Delhi Gate, New Delhi.	(i) Dy. Director (Disability), DSW(HQ) (ii) Dy. Director (Social Defence), DSW(HQ)
03/07/2019	(i) Visit to District Office (NW-I&II), Sector-4, Rohini. (ii) Visit to SHMRP/HMRP, Avantika Rohini	(i) Distt. Social Welfare Officer (NW-I&II) (ii) Supdt. (SHMRP/HMRP)
04/07/2019	Visit to HLTB, Tahirpur	Supdt. (HLTB), Tahirpur
05/07/2019	Visit to SMRC, Mayur Vihar	Principal (SMRC), Mayur Vihar


(Pradeep Kumar)
Dy. Director (Admn)

GOVERNMENT OF NCT OF DELHI
DIRECTORATE OF TRAINING(UNION TERRITORY CIVIL SERVICES)
Vishwas Nagar Institutional Area, Behind Karkardooma Courts, Delhi-110032
Tel: 20822460 Fax: 22308556 email: dutcs@nic.in

No. F. 7(2)/7/17-18/UTCS/TS-III/55th/3/07-11

Dated: 22-05-19

To

The Secretary,
Social Welfare Department,
GLNS Complex, Feroze Shah Kotla,
Delhi Gate, New Delhi- 110002.

Sub: Attachment of DANICS Probationers (55th batch) w.e.f. 24.06.2019 to 05.07.2019.

Sir/Madam,

Directorate of Training (UTCS) is the nodal department for Training of officers of various levels in the Government of NCT of Delhi. Presently, DANICS Probationers of 55th batch are undergoing two years foundation training. Second year of training involves attachment with various departments/ organisations as an essential component. We intend to depute the following probationers attachment **from 24.06.2019 to 05.07.2019** with Social Welfare Department:-

Sl. No	Name of the Probationer	Contact Number
1.	Radhey Shyam Meena	9119111191
2.	Gaurav Tyagi	7838591532
3.	Hemanth N. (Team Leader)	8197320430
4.	Prateek Raj Yadav	7827130013

We shall be grateful if you could arrange to draw an attachment plan for the probationers and send the same to this Directorate alongwith the details of Nodal Officer incharge of training.

Attachment may cover

- i) Meeting with Senior Officers.
- ii) Briefing on organisational structure, functions and roles of the department, Budget and manpower; Administration of various welfare schemes of the Government, Role of NGOs, Management of various Welfare Homes, field visits, attached organisations etc.
- iii) Observing the practical working of the department, especially Branches handling the main work of the department. They may be given exposure to the complete process of dealing with the PUC/File from the time it enters the Dak system to the final result in different Branches.

contd....2...

- iv) Attached with Officers/Branches to be able to study some typical files and get hands-on experience of working of the Department. Such attachment may be made on rota basis to ensure that all Officer Trainees get exposure to all Offices/Branches. The department may allocate the attachment as per its own convenience.
- v) Exposure visits to attached/linked organisations.
- vi) Any other aspect which the department consider important may also be covered.

The attachment has been designed to give the probationers hands on experience in your department. They are required to maintain a daily diary & submit a report to UTCS with analytic observations for systemic improvement.

We would also request the Social Welfare Department to send attendance of the probationers to this Directorate through email at adtrg3utcs.delhi@nic.in or fax at 20822470 by 10.30 a.m. Probationers are to intimate your department if they are on leave for any reason.

The probationers would report to your office at 10.00 a.m. on 24.06.2019.

Yours faithfully,



(Bijai Kardam)

Asstt. Director (Trg.III)/Course Coordinator

Tel: 20822460

email: adtrg3utcs.delhi@nic.in

No. F. 7(2)/7/17-18/UTCS/TS-III/55th/367-11

Dated: 22-05-19

Copy to:-

1. OSD to Chief Secretary (In-charge Pr. Secy. Training), Delhi Sectt., New Delhi-2.
2. All probationers (55th Batch) – with the direction to maintain daily diary during the attachment. A detailed report of minimum 10 pages with analytic observations for systemic improvement may be prepared and submitted to the Course Coordinator within a week after the attachment.
3. Estate Officer, Directorate of Training, UTCS for arranging transportation accordingly.
4. PS to Director.



(Bijai Kardam)

Asstt. Director (Trg.III)/Course Coordinator