

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

F.10 (335)/Admin-I/2016/DSW/Estt./Pl-I/ 28982 - 29042

Dated:

16 MAR 2020

CIRCULAR

All the Branch Incharges are requested to send the details of Permanent sanctioned posts and the present Staff details and also furnish salary account details in separate cadre of DASS/Ex cadre staff in the Proforma to this branch in hard copy as well as soft copy through email ID ddadmn2@gmail.com, at the earliest.

| S.No | Sanctioned Posts | Filled Posts | Vacant Posts | Remarks |
|------|------------------|--------------|--------------|---------|
| | | | | |

This may be given TOP PRIORITY.

[Signature]
16/3/2020
Section Officer (ADMIN-II)

Dated:

16 MAR 2020

F.10 (335)/Admin-I/2016/DSW/Estt./Pl-I/ 28982 - 29042

To:

1. All DDOs, DSW, GNCTD, GLNS Complex, Delhi Gate, Delhi.
2. All DSWOs, DSW, GNCTD, Delhi.
3. All DDO/HOO of Homes/Institutions/Schools, DSW, GNCTD, Delhi.

Copy to:

1. PS to Secretary (SW), GLNS Complex, Delhi Gate, Delhi for kind information.
2. PA to Director (SW), GLNS Complex, Delhi Gate, Delhi for kind information.
3. ✓ Sr. System Analyst, DSW for uploading the circular on the Departmental website.
4. All Dealing Assistants(Admin Branch),DSW(HQ), GLNS Complex, Delhi Gate.
5. Guard file.

[Signature]
16/3/2020
Section Officer (ADMIN-II)

850/cc
16/3/2020

System Analyst *[Signature]*
20.03.20
Ms. Abhishek