

DEPARTMENT OF SOCIAL WELFARE  
GOVT. OF NCT OF DELHI  
GLNS COMPLEX, DELHI GATE, NEW DELHI  
(ADMINISTRATION BRANCH)

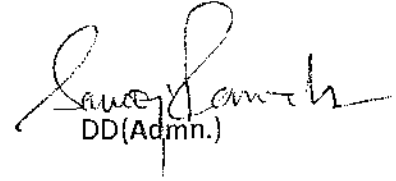
F.No.10(232)/2015/DSW/Cir/Estt./Part-II/11331-11396

Dated:

**CIRCULAR**

All DDs/Branch In charges (HQ)/DSWO are requested to send the detailed/information in prescribed Performa, enclosed, with regard to staff in their offices along with write up of programmes/activities undertaken by them to assess the staff position and work allotted to them at email [ddadmn2@gmail.com](mailto:ddadmn2@gmail.com) within 3 days.

Encl: As above.

  
DD(Admn.)

F.No.1(40)/2018/DSW/Misc/Estt./11331-11396

Dated:

**Copy to:-**

1. All DDs/DSWOs/Branch Incharge, DSW(HQ), GNCTD, Delhi Gate, Delhi
2. ✓ Sr. System Analyst, DSW for uploading the circular on the departmental website.
3. Guard file.

  
DD(Admn.)

339/e  
19/11/20  
3:50 PM

PERFORMA

S.NO	NAME	DESIGNATION	WORK ALLOTEO	DATE OF POSTING	REMARKS