

DEPARTMENT OF SOCIAL WELFARE
GOVT. OF NATIONAL CAPITAL TERRITORY
G.L.N.S. COMPLEX, DELHI GATE, NEW DELHI-110 002
[Research, Training and Evaluation (RTE)]

F.44(20)/Performa/2020/RTE/DSW/20460-20520

Dated:

To,
All District Offices/ Institutions/ Branches of HQ

03 MAR 2021

Sub: -Regarding Performance appraisal of Contract/Outsourced Employees

This is with reference to the letter no. vide F.44(20)/Performa/2020/RTE/DSW/17417-17477 dated 08 Feb,2021 through which the Department had asked all the institutions/offices to submit the appraisal reports of Contract/Outsourced employees in the prescribed format, half yearly to Research, Training and Evaluation (RTE) branch .

These appraisal formats are mandatory for getting extension of respective officials working on contract/outsourced basis. However, so far only some of the institutions/offices have submitted the appraisal reports.

Therefore, it is again requested to all the concerned institutions/offices to submit the appraisal reports latest by **10th March 2021** taking it as a priority.


Dy. Dir (RTE)

F.44(20)/Performa/2020/RTE/DSW/20460-20520

Dated:

Copy for information to:

03 MAR 2021

1. PS to Secretary, Dept. of Social Welfare, GLNS Complex, Delhi Gate-02.
2. PA to Spl. Secretary cum Director, Dept. of Social Welfare, GLNS Complex, Delhi Gate-02.
3. PA to Spl. Director, Dept. of Social Welfare, GLNS Complex, Delhi Gate-02.
4. Dy. Director, Admin-II, Dept. Of Social Welfare, GLNS Complex, Delhi Gate-02
5. Sr. System Analyst with a request to upload this document on website of the Department.