

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

F.10(333)/Admn-I/2016/DSW/Estt./Pt-II/21293-21303

Dated: 11 MAR 2021

**MINUTES OF THE REVIEW MEETING HELD ON 11.03.2021 AT 03:00 PM IN THE
CHAMBER OF SPECIAL DIRECTOR (SOCIAL WELFARE) REGARDING TO DISCUSS
ABOUT INCUMBECY POSITION RELATED TO DEPARTMENT OF SOCIAL WELFARE AND
DEPARTMENT OF WCD.**

A review meeting was convened under the chairpersonship of the Special Director, Social Welfare in his chamber on 11.03.2021 at 03:00 PM to discuss about the Incumbency position and other issues related to both the Department i.e. Department of Social Welfare and Department of WCD.

The following were present in the meeting: -

- (i) Special Director (SW)
- (ii) Dy. Director (Admn-I), DSW.
- (iii) Dy. Director (Admn-II), DSW.
- (iv) Section Officer (Admn-II), DSW.
- (v) Supdt. (RTE), DSW

The brief agenda of the meeting are as under: -

- (i) To trace out all the files related to bifurcation of both the Department i.e. DSW and WCD in the year 2007. (Pertains to Admn-I Branch, DSW)
- (ii) To trace out the order/file regarding merger the post of Sr. Caretaker and Jr. Care taker in the year 1991. (Pertains to Admn-II Branch, DSW).
- (iii) Follow up the matter regarding issuance of corrigendum of promotion order dated 25.09.2014, (Pertains to Admn-I Branch, DSW).
- (iv) Provide combined seniority list of Supervisor (Gr-I) & Welfare Officer (Pertains to Admn-II, DSW & DD (Admn, WCD)
- (v) Both the Department trace out the post sanction order/nos. separately in r/o all the post which was bifurcated vide order dated 14.11.2007 duly confirmed by AR Department, GNCTD (DD, Admn. (WCD), Supdt. (RTE), DSW).

On the above said agenda, the following has been decided in the said meeting: -


1. All the files related to bifurcation of both the Department i.e. DSW & WCD in the year 2007 have been traced out and handed over to Section Officer (Admn-II) for studying the said matter.
2. To trace out the order/file regarding merger the post of Sr. Caretaker and Jr. Care taker in the year 1991. (Pertains to Admn-II Branch, DSW).
3. The concerned file regarding issuance of corrigendum of promotion order dated 25.09.2014 is under submission in Services Department, GNCTD.
4. Provide combined seniority list of Supervisor (Gr-I) & Welfare Officer (Pertains to Admn-II, DSW & DD (Admn, WCD)

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5. Supdt. (RTE), DSW will submit the consolidated report in r/o incumbency details along with post creation order/nos. pertaining to Department of Social Welfare, GNCTD on dated 16.03.2021 before the DD (Admn-II).
6. DD (Admn), WCD will trace out the post sanction order/nos. in r/o all the post pertaining to Department of WCD which was bifurcated vide order dated 14.11.2007.

The above said documents will be produced positively on the next date of the meeting i.e. 17.03.2021 at 12.00 Noon.

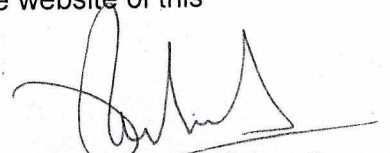

Dy. Director (Admn-I) 11/03/21

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Copy to for information and necessary action to: -

- (1) PPS to Secretary (SW), GLNS Complex, Delhi Gate, New Delhi.
- (2) PS to Secretary (WCD), GLNS Complex, Delhi Gate, New Delhi.
- (3) PA to Director (SW), GLNS Complex, Delhi Gate, New Delhi.
- (4) PA to Director (WCD), ISBT, Kashmere Gate, New Delhi.
- (5) PA to Special Director(SW), GLNS Complex, Delhi Gate, New Delhi.
- (6) DD(Admn-I), DSW, GLNS Complex, Delhi Gate, New Delhi.
- (7) DD(Admn-II), DSW, GLNS Complex, Delhi Gate, New Delhi.
- (8) DD (Admn), WCD, ISBT, Kashmere Gate, New Delhi.
- (9) Supdt. (RTE), Department of Social Welfare, GLNS Complex, Delhi Gate, New Delhi.
- (11) Sr. System Analyst (DSW) with the request to upload on the website of this Department.


Dy. Director (Admn-I)

11/03/21