

DEPARTMENT OF SOCIAL WELFARE  
GOVT. OF NATIONAL CAPITAL TERRITORY  
G.L.N.S. COMPLEX, DELHI GATE, NEW DELHI-110 002  
[RTE Branch]

F.10(333)/ Admin-I/2016/DSW/Estt. /Pt-II/21293-21303 / 22043-22048

Dated:

17 MAR 2021

**Minutes of the Meeting**

A meeting was held on 17.3.21 at 12 pm in the chamber of the Special Director (Social Welfare) to discuss about the incumbency position within the department.


**The following were present in the meeting:**

- I. Special Director
- II. Dy. Dir., Admin-I
- III. Dy. Dir., RTE
- IV. Dy. Dir., Admin-II
- V. Section Officer, Admin-I
- VI. Supdt., RTE
- VII. Welfare Officer, RTE

**The following points were discussed:**

- a. The committee was apprised by the RTE branch of the compiled list w.r.t. sanctioned posts in the dept. of Social Welfare. This information includes the name of the post, number of sanctioned post and reference number of post creation orders.
- b. It was further decided that the RTE branch shall provide the existing list of incumbency position where sanctioned and filled both are mentioned. The RTE unit shall provide the information in soft copy to DD, Admin-II latest by Friday i.e. 19.3.2021.
- c. DD, Admin-II will update the submitted information which will be further uploaded on the website of the department to take comments from the respective DDOs.

F.10(333)/ Admin-I/2016/DSW/Estt. /Pt-II/21293-21303 / 22043-22048

  
Dy. Director, RTE  
Dated:

17 MAR 2021

**Copy to information and necessary action to:-**

1. PA to Spl Secretary cum Director (SW), GLNS Complex, Delhi Gate, New Delhi
2. PA to Spl Director (SW), GLNS Complex, Delhi Gate, New Delhi
3. DD (Admn-I), DSW, GLNS Complex, Delhi Gate, New Delhi
4. DD (Admn-II), DSW, GLNS Complex, Delhi Gate, New Delhi
5. Section Officer, Admin-I, DSW, GLNS Complex, Delhi Gate, New Delhi
6. Sr. System Analyst with the request to upload on the website of this department.



645/ce  
17/3/21