

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

F.No. 10(335)/Admn-I/2016/DSW/Estt/Pt-II/21699-21759

Dated: 16 MAR 2021

CIRCULAR

Please find enclosed herewith a copy of Endorsement letter No.Min WCD/SW/933 dated 02/03/2021 received from Minister(Social Welfare/ WCD), Office of the Minister (Social Welfare, WCD, SC/ST, Cooperative, GE) regarding the issue of opening or closing of Homes or any other institution.

  
Section Officer (Admn-II)

Encl: As above.

Encl. is Dsw web site uploading  
To

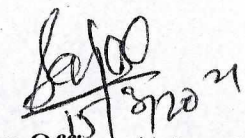
- ✓ Sr. System Analyst, DSW for uploading the circular on the Department website.

F.No. 10(335)/Admn-I/2016/DSW/Estt/Pt-II/21699-21759

Dated: 16 MAR 2021

Copy for information to:

- PA to Secretary (SW), GLNS Complex, Delhi Gate, Delhi.
- PA to Director (SW), GLNS Complex, Delhi Gate, Delhi.
- JD(SW), GLNS Complex, Delhi Gate, Delhi.
- All DDs / DSWOs/DDO/HOO/Supdt./In-charge of Homes/ Institutions/Schools.
- Guard File.

  
Section Officer (Admn-II)

648/cc  
18/3/21

75/c



**Office of the Minister  
(Social Welfare, WCD, SC/ST, Cooperative, GE)**

Your kind attention is invited to Rule 4 of the Transaction of Business of the Government of National Capital Territory of Delhi Rules, 1993 as per which Minister-in-Charge of a department shall be primarily responsible for the disposal of the business pertaining to that department. Accordingly department keeps on executing the business allocated under the overall supervision of the undersigned. In this regard, I would like to make a particular reference regarding the issue of opening or closing of Homes or any other institution. File relating to such issues be invariably sent to the undersigned for prior perusal and no decision will be taken at the departmental level.

DIRECTOR SOCIAL WELFARE  
02 MAR 2021  
DY. No. 8845

Min WCD/SW/933  
02-03-2021

**(Rajendra Pal Gautam)  
Minister (Social Welfare/WCD)**

Director (Social Welfare/WCD)

Spl Dir (SW)  
ma  
di.  
2/3  
DD Admin

Pl see for vid.

DD/DD (LPO)

Kish/2/21/21

Circulate 2720  
In Atty.  
Sd/-  
04/03/2021

Nehalax  
03-03-21  
S.O. (Admin II) 880  
03/03/21

it for the address of the Hon'ble Lt. Governor to the Legislative Assembly on  
 .2021- IMMEDIATE ATTENTION/TIME BOUND

**From :** Shri Praveen Kumar Gupta <sgad@nic.in>

Tue, Mar 02, 2021 04:03 PM

**Subject :** Input for the address of the Hon'ble Lt. Governor  
 to the Legislative Assembly on 8.2.2021-  
 IMMEDIATE ATTENTION/TIME BOUND

1 attachment

**To :** arupdate <arupdate@nic.in>, RCS  
 <rcoop@nic.in>, ps2cfs@gmail.com, Pr Secretary  
 Home GNCTD <pshome@nic.in>, Shri Praveen  
 Kumar Gupta <sgad@nic.in>, SATYA GOPAL  
 <secservices@nic.in>, pspwd <pspwd@nic.in>,  
 SECRETARY POWER <pspower@nic.in>, Vikram  
 Dev Dutt <pshealth@nic.in>, Sanjeev Khirwar  
 <senv@nic.in>, Dr. Renu Sharma <psud@nic.in>,  
 Chairperson, DSSSB  
 <chairmandsssb.delhi@nic.in>, Secretary  
 Education GNCTD <secyedu@nic.in>, Divisional  
 Commissioner <divcom@nic.in>, ceodelhi.djb  
 <ceodelhi.djb@nic.in>, delhishelter@gmail.com,  
 commtpt <commtpt@nic.in>, Secretary Labour  
 <labcom@nic.in>, Development Commissioner  
 <cdevlop@nic.in>, Director Education  
 <diredu@nic.in>, buildingland22@gmail.com,  
 COMMISSIONER (Food Safety, Delhi)  
 <cfss.delhi@nic.in>, dvigil <dvigil@nic.in>, dutcs  
 <dutcs@nic.in>, slaw <slaw@nic.in>, Sandeep  
 Kumar <psfin@nic.in>, dsw <dsw@nic.in>,  
 dirtte.delhi <dirtte.delhi@nic.in>,  
 dtehedu@gmail.com, SANDEEP KUMAR  
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 scstsecretary@gmail.com, Director WCD  
 <wcd@nic.in>, secyart <secyart@nic.in>, Vijay  
 Kumar Bidhuri <cmd@dtc.nic.in>,  
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 MDnCEO <md@delhitourism.gov.in>, SECRETARY  
 TTE GNCTD <pstechedu@nic.in>, Planning  
 Department, GNCTD <jdplg@nic.in>, tourism  
 gnctd <tourism.gnctd@gmail.com>, Smt. Madhu  
 Krishana Garg <secretary.wcd@delhi.gov.in>,  
 Office of the Commissioner of Industries Govt of  
 Delhi <comind@sansad.nic.in>

Handwritten signature and date: 2/3/21

Handwritten initials: PSW

**IMMEDIATE ATTENTION/TIME BOUND**

Madam

Please refer to this department's letter No.53/445/GAD/CN/2021/915 dated- 03.02.2021 (copy attached). Input in respect of the department **has not been received**. The Second Session of the Seventh Legislative Assembly of National Capital Territory of Delhi is scheduled from 08.03.2021 to 16.03.2021.

**On 08.03.2021** Hon'ble Lt. Governor will address the Assembly, considering this it is requested that direction may be issued to the officer concerned to **send the input in respect of the department by 04.03.2021.**

Dy.Secretary(GAD)

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**letter.pdf**  
232 KB

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
GENERAL ADMINISTRATION DEPARTMENT (COORD. BRANCH)  
DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI - 110002

No.F.53/445/GAD/CN/2021/915

Date: 23/02/2021

To

Addl. Chief Secretaries/Pr. Secretaries/Secretaries  
Govt. of NCT of Delhi.


Sub: Address of the Hon'ble Lt. Governor to the First Session of the Legislative Assembly  
to be held this year- regarding

Sir/Madam,

I am directed to seek write-up from departments which should contain new initiatives, salient features of important plans, schemes and programmes of the current year and the progress of the important projects and schemes of the previous year, for preparation of the address of the Hon'ble Lt. Governor to the First Session of the Legislative Assembly to be held this year.

Accordingly, the input in respect of the department after approval of ACS/Pr. Secretary/Secretary may be forwarded to General Administration Department in hard copy along with soft copy (to be sent at e-mail I.D. [sgad@nic.in.](mailto:sgad@nic.in)) by 02.03.2021. The input should be in narrative form (Tables, Bullet points should be avoided)

Yours Sincerely

  
(Amitabh Kundoo)  
Dy. Secretary (GAD)