

Department of Social Welfare
Govt of NCT of Delhi
GLNS Complex, Delhi Gate.

F.7(2)/DCA/Mtg./2021-22/10459-10519
Minutes of the Meeting

Dated: 23 SEP 2021

A meeting was held under the chairpersonship of Director(SW) in Conference Hall, Department of Social Welfare Department on 17.09.2021 (Friday) at 12 P.M. to discuss the Outstanding Audit Paras of AGCR as well as internal audit. Other issues pending in various branches are also discussed.


Highlights of discussion held in the meeting are as follows:

1. It was apprised in the meeting that the audit para of Delhi Government and AGCR are pending and the concerned Branches are not submitting their replies due to which the audit para cannot be settled.
It has also been pointed out by Accounts Section that some audit paras relate to recoveries of Senior Officer who has got transferred/ retired from services.
In this regard, Accounts Section to take the issues of effecting recovering immediately.
2. During the meeting the concerned officers were directed to submit their reply by Monday 20.09.2021 and if they require any advice for preparation of the reply than Accounts Section will facilitate them. But in any case the reply will be submitted by Monday and the matter should be put up in the next meeting.
3. That the DD(Estate) was directed to coordinate with the PWD to sort out the matter with the PWD about audit para with reference to delay in construction/handling over etc. DD(Estate) was also directed to move a DO letter from Secretary (SW) to Secretary PWD in the matter.
4. The Chairperson has informed that the Minister(SW) has directed that the purchase for the inmates of the Home i.e. food items etc should be purchased by all the Homes at similar price from Kendriya Bhandhar, NAFED etc and the chairperson has strictly instructed that the instruction of the Honorable Minister should be followed at any cost and no deviation will be allowed.
5. It has also been directed that the salaries of the staff deployed from Icsil and Nielit has not been released to the officials deployed through them. The chairperson has taken serious note of the same and directed that the salaries of all the staff deployed through Icsil and Nielit should be released immediately as their family were facing financial hardship.
In this regard, DD(Admn.) and Accounts Branch were instructed to make best effort for releasing the payment of outsourced staff on propriety basis.
6. It has also been pointed out that there are shortage of computer, printer etc in the DSW. In this regard, Senior System Analyst was directed to complete the process and procure the same in the next week and he was also instructed to come on Saturday and Sunday alongwith his team to complete the whole work of tender downloading by Monday and on Tuesday technical evaluation committee will finalize the list of qualified bidder and on the next day financial evaluation committee will finalize the bid and submit the same to the chairperson.

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7. DD(FAS) has raised the issue of non-availability of Helpdesk in District Offices due to which the beneficiaries are suffering.
In this regard, all the district officer are instructed to open a Help desk counter at convenient place alongwith clean water for drinking and sitting arrangements.
8. DD(FAS) also pointed out that the beneficiaries are not given any acknowledgment of the document submitted by them. Not only this the beneficiary are called many times and are harassed again and again for removing piece meal objections.
In this regard, all the District officers are directed to issues acknowledgment to the beneficiary of the document submitted by them and also instructed to issue deficiency memo once and if any official is found to be harassing the beneficiary than strict action will be taken against them and Vigilance action is also instructed to take stern action against them.
9. The Senior System Analyst has pointed out that the PWD has not made proper arrangements for networking cable in the district offices due to which District Officers are facing networking problem. District Officers at their level has to make their best efforts too.
In this regard, DD(Estate) was directed to take up the matter with PWD and get the requisite work done in a time bound manner.
10. DD(Vigilance) has pointed out that the officer/official are not handling over/taking over the charge from his predecessor due to which it will be very hard for them to fix the responsibility of a specific officer/officials.
In this regard, all the officers are directed to look into the matter and take action, accordingly any deviation from the same may be viewed seriously.
It has also been desired that DD(vigilance) to make flying squad and give weekly report regarding work pending and work culture in district offices.

This issues with the prior approval of Secretary-cum-Director(SW).


(NAVNEET SINGH)
SR. ACCOUNTS OFFICER

All DDs/HOOs/DDOs of Homes/Institutions/Schools/HQs, DEPARTMENT OF Social Welfare, GNCTD for necessary action and compliance.

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Copy to:

1. PA to Secretary, DSW
2. PA to Secretary-cum-Director, DSW
3. PA to Joint Director, DSW
4. Sr. System Analyst for uploading the same on the website of the Department.