

GOVT. OF NCT OF DELHI  
DEPARTMENT OF SOCIAL WELFARE  
(ADMINISTRATION BRANCH-I)  
GLNS COMPLEX, DELHI GATE, NEW DELHI-02


No.F.10(476)/2020/Admn.-I/DSW/Estt./ 6019-6079

Dated:

20 JUN 2022

CIRCULAR

Reference Minutes on the weekly meeting of the Senior Officers held on 06/06/2022 at 3.00 P.M. under the Chairmanship of the Chief Secretary, Delhi vide No.OSD/CS/2022/8146-8156 dated 10<sup>th</sup> June, 2022(copy enclosed), all DDOs/HOOs/Branch Incharges/DSWOs/DDs of Homes/Institutions/Districts of Department of Social Welfare are hereby directed to work seriously and the decisions taken in the meeting of the Chief Secretary, Delhi are required to be implemented/adhered to in a time bound manner. The Action taken report shall be submitted on every Wednesday by 12:00 noon.

  
DD(Admn.-I)

Encl: As above.


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Copy to:

1. PPS to Secretary(SW), GLNS Complex, Delhi Gate, New Delhi-110002.
2. PA to Director(SW), GLNS Complex, Delhi Gate, New Delhi-110002.
3. PA to Jt. Director(SW), GLNS Complex, Delhi Gate, New Delhi-110002.
4. **DDOs/HOOs/Branch Incharges/DSWOs/DDs of Homes/Institutions/Districts of Department of Social Welfare, GNCTD for strict compliance.**
5. **Sh. Ankur Otto, Welfare Officer, RTE Branch, Department of Social Welfare, GLNS Complex, Delhi Gate, New Delhi-110002 with the direction to compile the Action Taken Reports under the supervision of DD(Admn.-I)/Nodal Officer.**
6. DD(Admn.-I), Department of Social Welfare, GLNS Complex, Delhi Gate, New Delhi-110002.
7.  Sr. System Analyst(SW) with the direction to upload the abovesaid Order and its enclosures on the website of the Department.
8. Guard File.

  
DD(Admn.-I)

177/CC  
21/6/22