

GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
(ADMINISTRATION BRANCH-II)
7TH FLOOR, MSO BUILDING, I.P. ESTATE
NEW DELHI-110002

F.No.1 (59)/2020/DSW/Estt/ 2561-2620

Dated:-

16 MAY 2023

CIRCULAR

Sub:- Provisions of TBR mentioned under Rule 15, Rule 23 and Rule 19(4).

Please find enclosed herewith an Order F.Min/SW/2023/2077 dated 12/05/2023 received from Minister(SW), Office of the Minister, Govt. of NCT of Delhi regarding Provisions of TBR for Strict Compliance.

Encl:- As above.


Section Officer (Admn)

F.No.1 (59)/2020/DSW/Estt/ 2561-2620

Dated:-

16 MAY 2023

Copy to:-

1. PS to Secretary (SW), 7th Floor, MSO Building, ITO.
2. PA to Director (SW), 7th Floor, MSO Building, ITO.
3. All DDs / DSWOs/DDO/HOO/Supdt./In-charge of Homes/Institutions/Schools.
4. Guard File.

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Section Officer (Admn)

825/CC

16/5/23



Office of the Minister
(Social Welfare, Labour, SC/ST Welfare, Employment, Cooperative, L&B, GE)
Government of NCT of Delhi

F. Min/SW/2023/ 2077

Date: 12/05/2023

ORDER

I have observed that the provisions of TBR are not being observed. Therefore, the following directions are hereby issued for strict compliance of TBR provisions: -

1. Most of the files are being presented to me through the Chief Secretary. This is contrary to the provisions of TBR. It is also clogging the office of Chief Secretary. Therefore, it is directed that the Secretary shall present the file directly to the Minister and not through the Chief Secretary in accordance with provisions of Rule 15.
2. The files related to the subjects mentioned in Rule 23 have to be sent to Hon'ble LG through the Chief Secretary and Chief Minister. All such files should first be presented by the Secretary to the Minister quoting the sub-rule of Rule 23 which is applicable. The Minister shall give his finding whether he agrees with the Secretary. If he agrees with the Secretary, the Minister shall note his approval and send the file back to the Secretary, who in turn shall then send it to Hon'ble LG through the Chief Secretary, the Minister, Hon'ble Chief Minister and Hon'ble LG in that sequence.
3. It has been observed that the Chief Secretary is giving directions to various officers directly. Chief Secretary does not have any powers under TBR to give any directions directly to any officer. If any such direction is received from the Chief Secretary, the same should be presented before the Minister for appropriate instructions.
4. Chief Secretary has powers to call for any papers from any department only under Rule 19(4). Therefore, any file or papers should be submitted to him as soon as a written requisition is received from him under this Rule.

These directions must be followed scrupulously. Any violation shall be viewed adversely.

(Signature)
12/05/23.
(Raj Kumar Anand)
Minister (SW)

No. Min (SW)/2023

Date:

1. ACS, Labour/ Employment/L&B
2. Pr. Secretary, GE
3. Pr. Secretary, Cooperation
4. Secretary, SW
5. Secretary, DSCST
6. Registrar, Cooperative Societies
7. Commissioner (Labour) / Director (Employment)
8. Director, GE

Copy to: Addl. Secretary to Hon'ble Chief Minister, Delhi

DIRECTOR SOCIAL WELFARE
12 MAY 2023
DY. No. 2256

(Signature)
15/05/23
DD (Admin)

(Signature)
16/5

(Signature)

205d DD407
16/05/23

(Signature)
16/5/23