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**MOST URGENT**  
**TIME BOUND**

**DEPTT. OF WCD, GOVT. OF NCT OF DELHI**  
**OLD ITI BLDG., 1- CANNING LANE, K.G.MARG, NEW DELHI-110 001**

**ORDER**

**Sub: Inspection/ Processing Of GIA applications under the schemes of GOI Ministries for the year 09-10**

On the matter detailed in the subject above, the Distt. Officer ( NORTH ) is directed to carry out scrutiny and inspection of the GIA proposals ( pertaining to the Distt. as per the location of the project of the NGO mentioned in its application- list of the same and the respective project proposals enclosed herewith)) received in the Deptt. under the GIA scheme of Ministry of Women & Child Development/SJ&E Govt. of India, for the year 2009-10.

The following approved guidelines need to be adhered to, while carrying out the scrutiny and inspection of the GIA applications by the Distt. Officer:-

1. The concerned Distt. Officer, on receiving the GIA applications from VAC, will carry out a preliminary scrutiny of the application in order to ensure the eligibility of the NGO as per the GIA scheme and to ascertain the completeness of the prescribed and required documents.
2. The cases not found eligible under the applicable scheme will not be taken up for physical inspection.
3. The applicant NGOs, which are not found to have submitted all the required prescribed documents will be given an opportunity by the concerned Distt. Officer in the form of deficiency memo, for submitting the same to him. In case the concerned NGO does not submit the required documents or the needful to the Distt. Officer within a week's time, the proposal of the NGO may be filed by the Distt. Officer and the same need not be taken up for physical inspection.
4. Inspection report must be submitted in the proforma prescribed under the relevant applicable GIA scheme of the concerned Ministry/GOI.
5. Inspection has to be carried out under the guidelines/details of the applicable GIA scheme. Details/guidelines of the GIA schemes may be obtained from VAC in a blank CD or alternatively the same may be downloaded from the respective web-site of the Ministry namely [www.socialjustice.nic.in](http://www.socialjustice.nic.in) & [www.wcd.nic.in](http://www.wcd.nic.in).
6. Inspection report has to be submitted in duplicate with signatures, in original, on both the copies.
7. Annexures enclosed with the inspection report must also be submitted in duplicate.

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08/01/2009

- 8. Inspection teams must submit their recommendation or rejection observations in a clear speaking manner.
- 9. After scrutiny and inspection of the deserving/ eligible GIA applications, the Distt. Officer will be required to present all the cases, deputed to him or her alongwith brief summary of the cases justifying the rejection or recommendation of the cases, before the GIA Committee approved to be held fort-nightly under the Chairpersonship of Secretary/ Director, WCD/SW. Intimation in respect of GIA Committee meetings will be given separately.

In case, the location of the project of the applicant NGO does not fall under your jurisdiction, the project proposal of the concerned NGO should be sent to the concerned Distt. directly by your Distt. under intimation only to VAC.

A copy of the advertisement notice published by the Deptt. for the year 2009-10 inviting applications from the NGO is also enclosed herewith to ensure compliance during processing of the proposals by the Distt. Officers.

This issues with the prior approval of the Secretary, SW/WCD for broad guidelines on the matter.

Encl: a.a.

DO. (North)


  
(SATNAM DHAMIYA)  
DY..DIRECTOR (VAC)

UONo. 4/VAC/GOI/Policy Procedure/2009-10/Pt.F-133507

Dated JAN 2010

Copy for information to:

- 1. PA to Secretary, SW/WCD for the information of Secretary SW/WCD, GLNS Complex, Delhi Gate, New Delhi.
- 2. The Programmer, Computer Cell, GLNS Complex, Delhi Gate, New Delhi for up-loading the Order on the website of the Deptt.

  
(SATNAM DHAMIYA)  
DY..DIRECTOR (VAC)

DISTT. NORTH

S.N O.	NAME & ADDRESS OF THE NGO	NAME OF THE SCHEME	PROJECT.
1	Bal Sehyog, Connaught Circus, Opp. L-Block Market, New Delhi.	An Integrated Programme for Street Children	Street Children Project at Opp. D Block, Pattherwala Bagh, JJ Colony, Wazirpur, Delhi.
2	Delhi Brotherhood Society, 7, Court Lane, Delhi-05.	-do-	Establishment of 24 Hrs. Drop In Centre with facilities for night stay at 4, Rajpur Road, Delhi.
3	Hamara Sankalp, QU-136-C, North Pitam Pura, Delhi-34.	<del>do</del> Swadhara	Shelter Home for Widows in North Delhi Distt.
4	Hamara Sankalp, QU-136-C, North Pitam Pura, delhi-34.	<del>do</del> Ujjwala	Preventing Trafficking and Rehabilitation of Vicitim of Trafiking of Kishangarh and North Distt. Delhi.
5	Hamara Sankalp, Q-11-136-C, North Pitmapura, delhi-34.	STEP	Training Production and marketing of Soft Toys in the area of Kishanganj, North Delhi & East Uttam Nagar, West Delhi.
6	Maha Prabhu Ram Lal Yoga Social Welfare & Educational Mission, 1273, Mukharjee Nagar, Delhi.	STEP	Beauty Culture Training Project at 1273, Mukharjee Nagar, Delhi.
7	Maha Prabhu Ram Lal Yoga Social Welfare & Educational Mission, 1273, Mukharjee Nagar, Delhi.	STEP	Embroidery Training Project at 1273, Mukharjee Nagar, Delhi.