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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 (NEW DELHI) 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 & 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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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.


D.O. (NEW DELHI)


(SATNAM DHAMIYA)
DY..DIRECTOR (VAC)

UONo. 4/VAC/GOI/Policy Procedure/2009-10/Pt.F-1 33454
Copy for information to:

Dated: - 1 JAN 2010

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. NEW DELHI

S.NO	NAME & ADDRESS OF THE NGO	NAME OF THE SCHEME	PROJECT.
1	Indian Adult Education Association, 17-B, Indraprastha Estate, New Delhi.	Educational Work for Prevention of Atrocities on Women.	
2	IL &PS Cluster Development Initiative Limited, 2 nd Floor, Niryat Bhawan, Rao Tula Ram Marg, New Delhi.	Gen.GIA scheme in the field of WCD.	Skill for Employment of Women as Drivers.