

## GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

REVENUE DEPARTMENT: DELHI  
(GENERAL ADMINISTRATION BRANCH)

5, SHAM NATH MARG, DELHI-54.

No.F.10/1/GA/Estt./DC/HQ/2011 / 338

Dated the 28.02.2012

ORDER

In continuation of this office order No. 10/1/GA/Estt./DC/HQ/2011/120 dated 23.01.2012, the under mentioned officers are, hereby, directed to observe punctuality at Headquarter of the Revenue Department as per duty roster given below. Attendance of staff checked on daily basis on all the working days and a weekly report be sent to Secretary (Revenue) for information:-

| S.No. | Name of the Officer & Designation  | Time Period              |
|-------|------------------------------------|--------------------------|
| 1.    | Sub Divisional Magistrate-I (HQ)   | 01.03.2012 to 06.03.2012 |
| 2.    | Sub Divisional Magistrate-II (HQ)  | 07.03.2012 to 12.03.2012 |
| 3.    | Sub-Divisional Magistrate-III (HQ) | 13.03.2012 to 18.03.2012 |
| 4.    | Sub-Divisional Magistrate-IV (HQ)  | 19.03.2012 to 24.03.2012 |
| 5.    | Deputy Controller of Accounts (HQ) | 25.03.2012 to 31.03.2012 |

This issues with the prior approval of the Secretary (Revenue)/Divisional Commissioner, Delhi.

  
( RAJIV KUMAR )

SUB DIVISIONAL MAGISTRATE-I(HQ)

Tel. No. 23913166

No.F.10/1/GA/Estt./DC/HQ/2011 / 338

Dated the 28.02.2012

Copy forwarded for information and further necessary action to:-

1. All the Deputy Commissioners with the request to issue similar order in their respective districts.
2. SDM (HQ)-I/II/III/IV with the request to send the weekly action taken report against the late comers/absentees to the Secretary (Revenue).
3. Deputy Controller of Accounts (HQ) with the request to send the weekly action taken report against the late comers/absentees to the Secretary (Revenue).
4. All the Branch-in-charges.
5. PS to Secretary (Revenue)/Divisional Commissioner, Delhi.
6. PA to Addl. Secretary (Revenue)

S.A ✓

Bansal

  
( RAJIV KUMAR )

SUB DIVISIONAL MAGISTRATE-I(HQ)