

**DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
GOVERNMENT OF NCT OF DELHI
1-A CANNING LANE, K.G.MARG, NEW DELHI**

F.9(115)/T&P/Min.Staff/6 Admn/Pt. file/2012/ 11715-718

Date: 07 JUL 2014

ORDER

In compliance of Jt. Director (Admn) order No. F.61(685)/DD(CPU)/Review meeting of Supdt./DWCED/2014/241 dated 02.07.2014, a cell is hereby created in Admn. Branch with immediate effect to oversee the work of streamlining of the Salary and other issues related with Contractual Staff. The aforesaid cell shall comprise of the following officers/officials for the smooth functioning of the cell:

Sl.No.	Name and Designation	Work assigned
01	Sh. V.K.Sharma, Statistical Officer	Incharge. He shall supervise all the works of the court cases and staff deployed in the cell.
02	Sh. Karam Chand, W.O	He shall take up all the issues related with contractual staff Court Case and para wise comments thereof, Complaints/grievances related with the cell in consultation with Sh. Akhilesh Kumar, W.O.
03.	Sh. Virender Kumar, UDC	He shall work as Nodal Officer of the cell and shall look after the work of continuation and creation of posts and processing the files for getting financial concurrence from Finance Deptt. and issue of sanctions thereof.
04.	Sh. Pawan Kumar, LDC	Maintenance of attendance record of the contractual staff and all kind of typing works of court cases and the cell/admn.branch.

Further, the officers/officials will undertake the additional work as assigned by the superiors as and when required.

This issues with the prior approval of the Competent Authority.

Dy. Director (ADMN)

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Copy for information and necessary action to:

1. P.S. to Principal Secretary, DSW/WCD., GNCT of Delhi.
2. P.A to Director (WCD), GNCT of Delhi.
3. P.A. to Addl. Director, WCD, GNCT of Delhi.
4. P.A to Jt. Director (WCD), GNCT of Delhi
5. All Dy. Directors, WCD, GNCT of Delhi. CTB,
6. Officer/Officials concerned
7. Guard file.

Dy. Director (ADMN)