

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
G.N.C.T. OF DELHI
1, CANNING LANE, K.G. MARG
NEW DELHI-110001

No. F. No. 6(48)/DWCD/Admn./JJ Act Posting/2013/15872-9/15 Dated :

17 JUL 2015

To

The Superintendent/DDO
All Homes/Institutions
Department of Women and Child Development,
Govt. of NCT of Delhi.

Sub: Regarding work appraisal report in r/o contractual staff viz. Office-in-charge, Counselor, Welfare Officer, House Father/Mother, Doctor (Part-Time) and Para-Medical Staff.

Sir/Madam,

Department vide order No. 6(48)/DWCD/Admn./JJ Act Posting/2013/9075-225 dated 01.09.2014 had communicated approval for continuation of engagement of contractual staff against posts created under JJ Act, up to 31.08.2015.

Since proposal for continuation of engagement of the staff is to be processed seeking approval of Finance Department as such concerned Branch In-Charges/Superintendents are requested to furnish work appraisal reports of said contractual staff by 05-08-2015 in Admn Branch HQ, WCD. Justification for continuation of the engagement with work being performed by the staff may also be furnished with work appraisal reports.

Yours faithfully,



OS. Admn.

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Copy for information to:-

1. PA to Director, WCD, GNCTD
2. Addl. Director, (Admn) WCD, GNCTD
3. DD(CPU) WCD, GNCTD with request to obtain reports from CWCs, where contractual staff are working.
4. All concerned District Officer, WCD
5. Asstt. Programmer, WCD with direction to upload on the web site of Department.
6. Guard File.


OS. Admn.