

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI,  
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT,  
1, PT. RAVI SHANKAR SHUKLA LANE, K.G. MARG, NEW DELHI-110001.**

No.F.4(33)/Admn./IT/WCD/PF/2015/ PT/ 35672-821

Dated

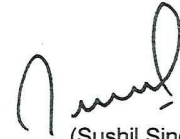
Dec. 2015  
**01 DEC 2015**

**Sub.-: Implementation of e-Office in Department of Women & Child Development.**

This is with reference to the circular bearing No.F.12/6/2015-DS/ADHN/5552-5726 dated 04.09.2015 issued by Department of Information Technology, Govt. of NCT of Delhi duly forwarded to all concerned with instructions vide Admn. Branch circular No.4(33)/Admn./WCD/IT/2015/27641-648 dated 05.10.2015, for implementation of e-Office in the Department of Women & Child Development w.e.f. 01.12.2015 with other Departments of GNCT of Delhi.

In view of above circular and instructions of Government, it is directed that all the branches of Department of Women & Child Development shall receive their daily incoming DAK and Diary electronically in the e-Office platform namely **delgov.eoffice.gov.in** and all the official work shall be done on e-Office, wherever the use of Digital Signature is not required and scanning is also done, with immediate effect.

Non compliance of this order shall be viewed seriously.



(Sushil Singh)

Joint Director (WCD)/HOO

**All Branch In-Charges of WCD (HQ),**

**All Distt. Women & Child Dev. Officers, Delhi/New Delhi,**

**All Supdt./CDPOs of Homes/Institutions/Projects of WCD**

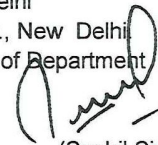
No.F.4(33)/Admn./IT/WCD/PF/2015/ PT/

Dated

Dec., 2015

Copy to:-

- 1 P.S. to the Secretary, Deptt. of WCD/DSW, GNCT of Delhi, Delhi Gate, New Delhi,
- 2 P.A. to the Director, Deptt. of Women & Child Development, GNCT Delhi, Delhi
3. Deputy Secretary (Finance) Finance Department, GNCT of Delhi, Delhi Sectt., New Delhi
4. Asstt. Programmer, WCD (HQ) with direction to upload the order on web site of Department



(Sushil Singh)

Joint Director (WCD)/HOO