

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

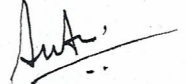
No. F.16(17)/DWCD/Leave/2016/ 52012-167

Dated:

CIRCULAR

28 MAR 2016

All the officers/officials are hereby directed that their applications of Earned leaves/Child Care leaves should reach in Admn. Branch at least 15 days before the date he/she intends to avail the leaves so that the leave can be got approved timely by the Competent Authority. Further, no officer/official may avail such kind of leave without prior approval of Competent authority.


Asstt. Director (Admn)

No. F.16(17)/DWCD/Leave/2016/ 52012-167

Dated:

28 MAR 2016

Copy to:

1. OSD to Director, WCD (HQ).
2. P.A to Spl. Director (Admn) WCD (HQ).
3. P.A to Spl. Director (ICDS) WCD (HQ).
4. All Branch Incharge, WCD (HQ).
5. All District Women & Child Development Officers, DWCD.
6. All DDO/HOO of Homes/Institutions/ICDS, DWCD.
7. Asstt. Programmer with direction to upload the order on the website of Department.
8. Guard file.


Asstt. Director (Admn)