

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**OFFICE OF THE LABOUR COMMISSIONER**  
**5- SHAM NATH MARG, DELHI-110054**

F.P.A/Add.L.C/Lab/15/2022

Dated:- 31/10/2017

**ORDER**

Sh. Narendra Singh, Asstt. Labour Commissioner(Vigilance) and Smt. Anupa Gianchandani, Gr.I(DASS)/ Superintendent(RTI),Labour Department, Govt. of NCT of Delhi are hereby nominated to attend the Workshop-Cum-Training Programme during Vigilance Awareness Week-2017 which organized by Directorate of Vigilance.

*Kant*

(K.K.Pant)

Administrative Officer(Admn.)

Encl: As Above

F.P.A/Add.L.C/Lab/15/ 2022

Dated:- 31/10/2017

Copy forwarded for information and necessary action to:-

1. PA to Secretary to Honble Dy. Chief Minister/Minster-in-charge (Vigilance), Govt. of Delhi.
2. PA to Secretary,(Vigilance) 4<sup>th</sup> Level,C-wing, Delhi Secretariat,I.P. Estate, New Delhi-110002 w.r.t. letter No.F.1/28/2005/DOV/7888/3040 dated 25/10/2017.
3. PA to Secy-cum-Labour Commissioner, Labour Department, GNCTD.
4. The concerned officers, Labour Department, GNCTD-110054.
5. System Analyst with the request to upload the order on the website of the Department.
6. Guard File.

*Kant*

Administrative Officer(Admn.)

2095/CC  
31/10/17

9134/SPC/LLC  
25/10/17

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
(DIRECTORATE OF VIGILANCE)

4<sup>th</sup> LEVEL, C- WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI-110002  
(Phone No. 23392257/23392303 & Fax No. 23392354/23392353)

No.F.1/28/2005/DOV/ 17098  
3040

Dated: 25/10/17

To  
All the Principal Secretaries/Secretaries/Head of Departments,  
All the Departments of GNCTD/Autonomous Bodies,  
Government of N.C.T. of Delhi, Delhi/New Delhi.

Sub : Workshop-cum-training programme during the Vigilance Awareness Week-2017 .

Sir/Madam,

Directorate of Vigilance, GNCT of Delhi has set-up a following schedule for organizing a workshop-cum-training programme during Vigilance Awareness Week-2017, on the following topics at Conference Hall No.3 of Delhi Secretariat, New Delhi on dated 01/11/2017 between 10.00 a.m. to 05:30 p.m.

<u>1<sup>st</sup> Session : (10.00 AM to 11.30 AM) &amp; (11.45 AM to 01.15 PM)</u>	
✓	Preventive Vigilance
✓	Issues in procurement & Rules/Methods to be adopted.
✓	Examination of the Audit Reports, having concern with financial embezzlement and gross irregularities.
✓	Conducting preliminary enquiries & making reports.
<u>2<sup>nd</sup> Session : (02.15 PM to 03.45 PM) &amp; (04.00 PM to 05.30 PM)</u>	
✓	Drafting Charge-sheet in departmental proceedings cases.
✓	Conducting departmental enquiries & making reports.
✓	Analysis/ Examination of Report of Inquiring Authorities and decision making process upto the different levels of its conclusion by Disciplinary Authority.
<u>Tea Break : (10.30 AM to 11.45 AM) &amp; 03.45 PM to 04.00 PM)</u>	
<u>Lunch Break: 01.30 PM to 02.00 PM</u>	

All the Head of Departments and CVOs of Autonomous Bodies of GNCT of Delhi are therefore, requested to nominate 2-3 officer/officials, not below the level of Section Officer/Superintendent, from your department/organization, to participate in the aforesaid workshop-cum-training programme for enhancement/upgrading of their knowledge/skills on vigilance matters. This issue with the approval CVO/CS GNCTD

(V.S. RAWAT)  
SPL. SECRETARY (VIG.)  
Dated:

No.F.1/28/2005/DOV/

Copy for information to:-

1. Secretary to Hon'ble Dy. Chief Minister/Minister-in-charge (Vigilance), Govt. of Delhi
2. Staff Officer to Chief Secretary, Delhi.
3. JS/PA to Pr. Secy/Secy/Soi Secy/Dy. Secy, Dte of Vigilance, GNCTD.
4. Caretaker, Dte of Vigilance, GNCTD with the request to coordinate with the concerned departments and make the arrangements of refreshment and lunch on the day of the aforesaid workshop.
5. Guard File/Consultant, DOV.

(V.S. RAWAT)  
SPL. SECRETARY (VIG.)

Handwritten notes and signatures on the left margin, including '31/10/17' and 'A.E. (Jdn)'. There are also some circular stamps and arrows pointing to specific parts of the document.