

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
LABOUR DEPARTMENT, 5-SHAM NATH MARG, DELHI-110054  
(CARETAKING BRANCH)

No.F. 6(58)/CTB/LAB/DRC/

Dated:

ORDER

Duty roaster of Watch and Ward duties for the period from 01/03/2017 to 31/03/2017 of HQ of this Department is given as under:

S. No	Name of the Chowkidar/MTS	Date/Period	Time of Duty	Rest	Remarks
1	Sh. Ganga Dhar	01-03-17 to 31-03-17 (Except Saturday)	6 AM to 2 PM	Every Saturday	On leave for medical treatment
2	Sh. Anil Mehto	01-03-17 to 31-03-17 (Except Saturday)	2 PM to 10 PM	Every Saturday	
3	Sh. Anil Kumar	01-03-17 to 31-03-17 (Except Saturday)	10 PM to 6 AM	Every Saturday	
4	Sh. Rajinder Mali	Every Saturday of the month i.e. 4,11,18,25	6 AM to 2 PM	Every Sunday	During week days he will perform the Mali duty
5	Sh. Parveen	Every Saturday of the month i.e.4,11,18,25	2 PM to 10 PM	Every Sunday	During week days he will work in the Factory Branch
6	Sh. B.B. Manjhi	Every Saturday of the month i.e. 4,11,18,25	10 PM to 6 AM	Every Sunday	During week days he will work in the Central Distt.

No change in above duty shall be allowed without prior written approval of the undersigned and if any of the above official wishes to proceed on leave he will be required to seek written permission from the undersigned well two days in advance. No official deputed for the Night/Day duties shall abandon his post after completion of his duty hours without handing over the keys to the reliever.

OS/Asstt. Labour Commissioner (CT)

No.F. 6(58)/CTB/LAB/DRC/ 1724

Dated: 28/2/17

Copy forwarded to the following for information:

1. PA to Secy-cum-Labour Commissioner, Labour Deptt, 5-Sham Nath Marg, Delhi.
2. PA to Spl. Labour Commissioner, Labour Deptt, 5-Sham Nath Marg, Delhi.
3. DLC Admn. Labour Deptt, 5-Sham Nath Marg, Delhi.
4. Official concerned.
5. Guard file.

✓ Sr. System Analyst

OS/Asstt. Labour Commissioner (CT)