

DEPARTMENT OF SOCIAL WELFARE
GOVT. OF NCT OF DELHI
GLNS COMPLEX, DELHI GATE, NEW DELHI-02
[ADMINISTRATION BRANCH]

F. No.10 (201)/2016-17/DSW/Estt./PF.I/29901-971

Dated:
13 FEB 2017

OFFICE MEMORENDUM

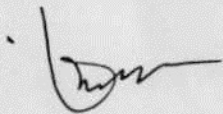
Vide the Office memorandum of even no. dated 27.01.2017, it was requested to provide the names, designation, place of posting, etc. of those employees of the Department of Social Welfare who are not registered on the Bio-Metric Attendance System (BMS).

Therefore, all the Deputy Director / DSWOs / DDOs / HOOs / Superintendents etc. are requested to provide the aforementioned details to the undersigned on immediate basis. In case, all the staff / employees are registered on the BMS, the concerned DDs / DSWOs / HOOs / DDOs / Superintendents etc. are requested to issue a certificate in this regard stating that all employees of their respective office are registered on Bio-Metric Attendance System (BMS).

This issues with the prior direction of Secretary (SW).

This may be given TOP-PRIORITY.

All DSWOs/DDs/DDOs/ HOOs / Supdt. etc.

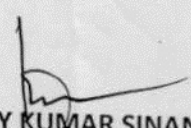

AJAY KUMAR SINANDI
DY. DIRECTOR (ADMN-II)

F.No. 10(201)/2016-17/DSW/Estt./PF.I/29901-971

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13 FEB 2017

Copy for information and necessary action to:-

1. PS to Secretary (SW & WCD), DSW (HQ), GLNS Complex, Delhi Gate, New Delhi-110002.
2. PA to Director (SW), DSW (HQ), GLNS Complex, Delhi Gate, New Delhi-110002.
3. PA to Spl. Director, (SW), DSW (HQ), GLNS Complex, Delhi Gate, New Delhi-110002.
4. Senior System Analyst, Computer Cell, DSW, GLNS Complex, Delhi Gate, Delhi for Uploading the order on departmental web-site.
5. Guard file.


AJAY KUMAR SINANDI
DY. DIRECTOR (ADMN-II)

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13/2/17