



OFFICE OF THE CHIEF SECRETARY, DELHI
GOVERNMENT OF NCT OF DELHI
5TH LEVEL, A-WING, DELHI SECRETARIAT,
I.P. ESTATE, NEW DELHI - 110002

DEPT. OF
GOVT. SECRETARIAT
No. 4425

No.F.19/16/AR/2016/Misc./ 7267-7346

2897 Dated: 01/09/17

2845/DDIA/
19/9/17

CIRCULAR

Dairy No. 2897
Date: 19/9/17
Spl. Director (PCC)
GNCT/DI/WCD

It has been observed that some of the Pr. Secretaries / Secretaries / HODs / Sr. Officers are not present in their offices during the public hearing timings i.e. 10.00 AM - 11.00 AM.

Mulga
DWC/
Dsw

in continuation of the earlier circular No.F.19/16/AR/2016/Misc./4169-76 dated 25.05.2017, it is reiterated that all officers other than those who are on field duty shall be available on their seats to meet the general public on all working days between 10.00 AM - 11.00 AM without appointment for redressal of their grievances.

If any Pr. Secretary/ Secretary / HOD is not available during the public hearing hour, he should inform the Minister concerned forthwith.

Adm
DIP
S/P
DIP
DIP

These orders are to be followed scrupulously. Non-compliance will be viewed seriously.

19/9
DSC Adm

Sh. Kapur

(Dr.M.M.Kutty)
Chief Secretary, Delhi
Ramesh 20/9/17

All Pr. Secretaries / Secretaries / HODs / HOOs of GNCT of Delhi including autonomous bodies / commissions / boards under GNCT of Delhi.

Copy for information to:-

- i) Pr. Secretary to Hon'ble LG, Delhi.
- ii) Spl. Secretary to Hon'ble Chief Minister, Delhi.
- iii) Secretary to Hon'ble Dy. Chief Minister, Delhi.
- iv) Secretaries to all Hon'ble Ministers, GNCT of Delhi.

For uploading on website

20/9/17
Asstt. Programmer (WCD)