

DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT,
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI,
1, PT. RAVI SHANKAR SHUKLA LANE, K.G. MARG, NEW DELHI-110001

No.F.6(38)/WCD/Admn./2012/Outsource/ 9820-21

Dated 06-July, 2017

06 JUL 2017

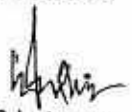
ORDER

In order to obtain approval of the competent authority for extension of outsource deployment of staff against sanctioned posts of Care Takers and Cooks, Administrative Branch-WCD for compiling the records relating to creation of these posts in various Homes/ Institutions had requested the HOOs to furnish the copies of post creation orders of these posts of their respective Homes. In spite of such requests no record/information have been made available to Admn. Branch by the concerned HOOs, as a result the process seeking approval of competent authority for extension of outsource deployment of staff to the post of Care Taker and Cooks is held up.

Keeping in view the fact that deployment of staff is required to be continued and extension of outsource deployment is to be obtained from the competent authority, as such all the HOOs of Homes of Department of Women & Child Development are hereby directed to furnish the attested copies of the post creation orders of the posts of Care Takers and Cooks of their respective homes to Admn. Branch latest by **10.07.2017**, failing which responsibility for non extension of deployment of outsource staff shall be fixed on such officers who failed to provide the requisite documents to Admn. Branch and action as deemed fit shall be initiated against the defaulting officers.

In case of non traceability of the post creation orders in the Homes, the HOO after making best efforts to trace the same shall furnish a certificate confirming the post creation status of these posts of their respective Homes with copy of pay bills etc. in which the number and date of post creation orders are recorded.

All Supdt./HOOs of Children/Women Institutions of
DWCD


(G.C.Lohani)
Dy. Director.(Admn.)WCD

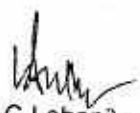
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Copy for information to:-

1. P.A. to the Director-DWCD, K.G. Marg, New Delhi-01
2. Asstt. Programmer (IT) for uploading the order on web site of the Department


(G.C.Lohani)
Dy. Director.(Admn.)WCD