

**MOST URGENT/TIME BOUND**  
**OUT-TODAY/SPEED POST**

**DEPARTMENT OF WOMEN & CHILD DEVELOPMENT**  
**GOVT. OF NCT OF DELHI**  
**1, PT. RAVI SHANKAR SHUKLA LANE, K. G. MARG**  
**NEW DELHI-110001**

F.No.9(206)/Admn./WCD/MACP/2015/

Dated :

**ORDER**

**Sub : Requirement of MACP file, Service Book & Personal file in r/o Ms. Sushila Sharma (DOB-12.07.1955), PTI (Retd.).**

Vide Diary No. 605/DD(A) dated 01.01.2018, the "MACP file bearing No. F.9(204)/Admn/WCD/MACP/2015" alongwith "Service Book" and "Personal File" in respect of Ms. Sushila Sharma (DOB-12.07.1955), PTI (Retd.), were forwarded to Supdt./DDO/HOO, Village Cottage Home-III (VCH-III), Lajpat Nagar, DWCD, GNCTD, to clear the objections raised by the Accounts Branch, WCD.

In this regard, it's been almost two months but the above mentioned files and service book, have not been returned to this office, till date, thus, causing unnecessary delay in finalization of the MACP case of a retired person, as such, Supdt./DDO/HOO, VCH-III, WCD is hereby once again directed to forward the same, to this office **within 07 days of the receipt of this order**, so that the MACP case of Ms. Sushila Sharma, PTI (Retd.) may be processed further.

**In case of any further delay, strict action as per rules will be initiated and liability (if any) arises, will fall on you.**

This may be treated as **MOST URGENT/TIME BOUND**.

  
(S.K. Srivastava)  
Dy. Director (Admn)

To


Supdt./DDO/HOO,  
Village Cottage Home-III,  
Deptt. of Women & Child Development,  
Govt. of NCT of Delhi,  
VCH-III, Lajpat Nagar,  
New Delhi-110024.

F.No.9(206)/Admn./WCD/MACP/2015/ 51383-86

Dated : 28 FEB 2018

Copy to :-

1. PA to Director, WCD.
2. PA to Spl. Director (Admn), WCD.
3. Asstt. Programmer, WCD for uploading the order on website of the Deptt.

  
(S.K. Srivastava)  
Dy. Director (Admn)