

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

No. 9(155)/Misc/Admn./WCD/2017/P.t./ 29015-47-

Dated:

26 OCT 2018

ORDER

In compliance of the directions issued by the Director, DWCD vide order No. F.1/DWCD/P.B./Misc./2018-19/20415-418 dated 01/08/2018, all Reporting Officers of Department of Women & Child Development are hereby directed to deduct 01 Casual Leave/ 01 Earned Leave from the leave account for every 03 late comings in respect of the Officers/Officials who have arrived late in the month of September 2018. Particulars of the Officers/Officials along with number of late coming days in the month of September 2018 are as under:-

Sl. No.	Name of the officer/official	Designation	Posted at	No. of Late coming days In the month of Sep 2018	HOO/DDO/Reporting Officer
1.	Sh. Sehzaad Khan	District Officer (South-West)	District Office, South-West	16	-----
2.	Ms. Manju Varshney	District Officer (North)	District Office, North	16	-----
3.	Ms. Anita Gaur	District Officer (West)	District Office, West	15	-----
4.	Sh. Subash Gautam	Superintendent	CHB, Alipur	12	DO (North-West-II)
5.	Ms. Swati Sharma	Superintendent	Sanskar Ashram G	19	DO (North-East)
6.	Sh. M.K. Chandra	Superintendent	CWC-IX & WCW Shankar Market	05	DO (New Delhi)
7.	Sh. Anil Kumar	Superintendent	District Office, Central	12	DO (Central)
8.	Ms. Shivani Chauhan	Program Officer	SPSU/SARA/DCPU	06	DD (CPU), HQ
9.	Sh. Bhupendra	LDC	RGO Branch	09	JD (RGO)
10.	Sh. Anil Jain	Statistical Assistant	Planning Branch	09	DCA, HQ
11.	Sh. Manish Kumar Mishra	State Program Assistant	IGMSY Branch	09	DD (FAS/IGMSY), HQ
12.	Sh. Anand Dubey	Dist. Program Coordinator	IGMSY Branch	09	DD (FAS/IGMSY), HQ
13.	Sh. Ram Naresh	UDC	ICDS Branch	10	DD (ICDS), HQ
14.	Ms. Arti	LDC	ICDS Branch	13	DD (ICDS), HQ
15.	Sh. Hitendar Nath	Peon	ICDS Branch	07	DD (ICDS), HQ
16.	Ms. Anita Kaushal	Supervisor	ICDS Branch	08	DD (ICDS), HQ
17.	Ms. Roopa Bahl	Supervisor	ICDS Branch	15	DD (ICDS), HQ
18.	Ms. Suman Sharma	Assistant Director	ICDS Branch	08	DD (ICDS), HQ

19.	Ms. Sarita Rani	Care Taker	Admin Branch	17	DD (FAS), HQ
20.	Sh. Manish Kumar Jain	AAO	Accounts Branch, HQ	04	HOO, HQ DD (ICDS)
21.	Sh. Dinesh Kumar	Peon	R&I Branch	07	JD (R&I)

In case where the above said officers/officials have already availed their all casual leaves and there are no casual leaves available for deduction, the concerned reporting officer will inform in writing to the concerned HOO/DDO of the above said officers/officials for deduction of Earned leave from their leave account.

Hence, all concerned reporting officers are hereby directed to send compliance report/action taken report to the undersigned within 07 working days of receipt of this order after deducting causal leaves of the concerned officers/officials and in case earned leaves deducted, the concerned reporting officer would also send compliance report/ action taken report to the undersigned within stipulated time period as mentioned above after obtaining the same from the concerned DDO/HOO

Non-compliance of the order will be viewed seriously.

This issues with the prior approval of the Director, DWCD.



(R.S. Ruhil)
Deputy Director (Admn.)

**All Concerned Reporting Officers
Department of Women & Child Development**

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Copy forwarded to:-

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1. OSD to Director, DWCD, Govt. of NCT of Delhi, New Delhi.
2. P.A. to Joint Director, DWCD, Govt. of NCT of Delhi, New Delhi.
3. Officers/Officials concerned, DWCD, Govt. of NCT of Delhi, New Delhi.
4. Guard file.



(R.S. Ruhil)
Deputy Director (Admn.)