

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

No. 17(21)/WCD/Admn./Gen. Orders/2018/29643-67 Dated: 31 OCT 2018

ORDER


It has been noticed that several internal transfers of staff are being made by the respective Deputy Directors/District Officers within their concerned branches/units, on their own, without having consent of Admn. Branch, WCD due to which maintenance of incumbency records of staff is getting suffered.

Therefore, all the Deputy Directors/District Officers of Department of Women & Child Development are hereby directed not to carry out internal transfers of their staff on their own, in future. However, internal work allocation of staff can be done by the Deputy Directors/District Officers within their respective branches/units on their own, ensuring that uniform work allocation is done so that no one gets excessive workload.

If any exigency occurs and transfer/posting is required, the proposal is to be sent to the Admn. Branch, WCD for consideration and for further approval of the Competent Authority.

Non-compliance of the orders will be viewed seriously and will attract disciplinary action as per CCS (CCA) Rules, 1965.

This issues with the prior approval of the Competent Authority.


(R.S. Ruhil)

Deputy Director (Admn.)

To,

**All the Dy. Directors/District Officers,
Deptt. of Women & Child Development,
Govt. of NCT of Delhi.**

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Copy forwarded to:-

1. P.S. to Secretary (DWCD/DSW), Govt. of NCT of Delhi, New Delhi.
2. OSD to Director, DWCD, Govt. of NCT of Delhi, New Delhi.
3. PA to IFA, DWCD, Govt. of NCT of Delhi, New Delhi.
4. All Deputy Directors, DWCD (HQ), Govt. of NCT of Delhi, New Delhi.
5. All District Officers, DWCD, Govt. of NCT of Delhi, New Delhi.
6. Joint Director (CTB/Prohibition), DWCD, Govt. of NCT of Delhi, New Delhi.
7. System Analyst/Asstt. Programmer, IT Branch, DWCD, Govt. of NCT of Delhi, K.G. Marg, New Delhi-110001, for uploading on website of the Department.
8. Guard file.


(R.S. Ruhil)

Deputy Director (Admn.)