

**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 :

To

1. Dy. Director (Vigilance),  
Department of Social Welfare,  
Govt. of NCT of Delhi,  
GLNS Complex, Delhi Gate,  
New Delhi-110002.
2. Dy. Director (Admn.),  
Department of Social Welfare,  
Govt. of NCT of Delhi,  
GLNS Complex, Delhi Gate,  
New Delhi-110002.

**Sub: Pending ACRs/APARs in r/o Ex-Cadre staff of WCD for the purpose of grant of MACP benefits.**

Sir/Madam,

In continuation of this office letter No. F.9(206)/Admn/WCD/MACP/2015/40369-74 dated 15.02.2019 and letter No. F.9(206)/Admn/WCD/MACP/2015/38460-64 dated 24.01.2019, it is to inform that the following ACRs/APARs in r/o Ex-Cadre staff of WCD are required for the purpose of consideration and further processing their MACP cases, as under :-

S. No.	Name of the officers/officials with Designation	Date of Birth	ACRs/APARs required for the period
1.	Manjula Kathuria, Supdt./CDPO	27.09.1970	2016-17, 2017-18
2.	Pomila Chhibber, Supdt./CDPO	17.01.1969	2014-15, 2015-16, 2016-17, 2017-18
3.	Shivani Kapur Baveja, Supdt./CDPO	25.12.1969	2009-10 2010-11 (01.04.2010 to 31.10.2010) 2013-14 (07.12.2013 to 31.03.2014)
4.	Yogita Gupta, Supdt./CDPO	02.02.1970	2011-12, 2017-18
5.	Namrata Biruly, Supdt./CDPO	12.12.1968	2011-12, 2012-13, 2013-14, 2014-15, 2015-16, 2016-17, 2017-18
6.	Kusum Lata Rastogi, Supdt./CDPO	06.07.1963	2014-15, 2017-18
7.	Ravindra Kumar, Supdt./CDPO	20.10.1973	2011-12 2016-17 (24.11.2016 to 31.03.2017) 2017-18 (01.04.2017 to 24.01.2018)
8.	Poonam Tripathi, Supdt./CDPO	10.12.1959	2014-15, 2015-16, 2016-17, 2017-18
9.	Late Sanjida Khan, Ex-Supervisor	05.12.1957	1999-2000

You, are once again, requested to do the needful, **immediately**, so that MACP cases in r/o Ex-Cadre officers/officials could be processed.

This may be treated as **MOST URGENT/TIME BOUND**. This issues with the prior approval of the Competent Authority.

Yours faithfully,

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

F.No.9(206)/Admn./WCD/MACP/2015/ 42018-24

Dated : 07 MAR 2019

Copy to :-

1. PA to Director, Deptt. of Women & Child Development, GNCTD, K.G. Marg, New Delhi-110001.
2. PA to Director, Deptt. of Social Welfare, GNCTD, GLNS Complex, Delhi Gate, New Delhi-110002.
3. Section Officer (Vigilance), Deptt. of Women & Child Development, GNCTD, K.G. Marg, New Delhi-110001, to trace and ensure availability of above mentioned ACRs/APARs and if available, to forward the same to Admn. Branch, WCD, **immediately**.
4. Concerned officers.
5. System Analyst, WCD for uploading on website of the Department.

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