

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

F.No.4(35)/Admn/Misc/WCD/2015/1776-81

Dated : 24/ APR /2019

To

1. Ms. Anita Bharal/Saini,  
Adhoc-DANICS/  
Dy. Director (WCD),  
Deptt. of Women & Child  
Development,  
Govt. of NCT of Delhi,  
K.G. Marg, New Delhi-  
110001.
2. Sh. Raghuvinder Singh Ruhil,  
Adhoc-DANICS/  
Dy. Director (WCD),  
(on Election Duty),  
Office of the District Election  
Officer (West),  
Govt. of NCT of Delhi,  
Plot No.3 Shivaji Place, Near  
West Gate Mall, Raja Garden  
New Delhi-110027.
3. Sh. Shehzad Khan,  
Adhoc-DANICS/  
Dy. Director (WCD),  
District Officer (South-West)  
Deptt. of Women & Child  
Development,  
Govt. of NCT of Delhi,  
23-24, Udhog Sadan  
(Behind Qutub Hotel),  
Qutub Institutional Area,  
New Delhi-110067.

**Sub: Request to furnish the information sought by Services Department, GNCTD for online filling of APARs in respect of Gr-I(DASS)/Adhoc-DANICS Officers - reg.**

Sir/Madam,

This is with reference to the Services Department, GNCTD letter No. F.2(2)/2019/S.IV/CC/513-517 dated 07.02.2019 on the subject cited above, seeking requisite information i.e. service data in r/o Adhoc-DANICS officers in the prescribed proforma i.e. Annexure-I.

In this regard, it is pertinent to mention here that vide this office letter No. F.4(35)/Admn/Misc/WCD/2015/84-85 dated 01.04.2019, the requisite information in prescribed proformas i.e. Annexures-I, had been sent to the Services Department, GNCTD, based on information available in Service Books of the Adhoc-DANICS officers. However, Services Department, GNCTD has returned the same with the remarks that – “*annexures are not completely filled. Duly filled annexures please be forwarded.*”

As such, the information in r/o the following pending columns of the said annexures, is required, as per details below :-

|                                |   |       |
|--------------------------------|---|-------|
| <b>Employee Code (CSL No.)</b> | - | _____ |
| <b>Login ID (NIC mail)</b>     | - | _____ |
| <b>Aadhar Number</b>           | - | _____ |

You, are therefore, requested to provide the above details, to this office, so that the said annexures could be completed by this office, for onwards transmission to the Services Department, GNCTD.

Yours faithfully,

Dy. Director (Admn.)

F.No.4(35)/Admn/Misc/WCD/2015/1776-81

Dated : 24 APR 2019

Copy to :-

1. Dy. Secretary (Services-IV), Services Department : Confidential Cell, Govt. of NCT of Delhi, Level-7, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002.
2. PA to Director, Department of Women & Child Development, GNCTD, K.G. Marg, New Delhi-110001.
3. System Analyst, WCD for uploading on website of the Department.

Dy. Director (Admn.)