

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**OFFICE OF THE SECY-CUM-COMMISSIONER (LABOUR): ADMINISTRATION BRANCH**  
**5 SHAM NATH MARG, DELHI-110054**

Email: labouradm@gmail.com

Ph. No. : 011-23963334

F.31/LC/Estt./1009/2019/

Date:

**OFFICE ORDER**

In supersession of Order dated 04.05.2020, the work distribution between Special Labour Commissioner and Addl. Labour Commissioners in Labour Department is assigned as under with immediate effect:-

| S.No | Name & Designation                                 | Work allotted  |
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| 01.  | Sh. K.S Meena, IAS,<br>Special Labour Commissioner | <ol style="list-style-type: none"><li>1. Administrative Supervision of District West, New Delhi, Central &amp; East and North-East.</li><li>2. Administration</li><li>3. Vigilance</li><li>4. Caretaking</li><li>5. Accounts/Finance/Budget</li><li>6. Planning</li><li>7. IT Branch, MIS e-governance, e-office, monitoring and delivery of online services.</li><li>8. Matters relating to Electrical Inspectorate and Directorate of Industrial Safety and Health</li><li>9. Legal issues of non technical nature.</li><li>10. Administrative Supervision and set up of the newly created Districts viz. South-East &amp; Shahdara.</li></ol>   |
| 02.  | Sh. S.C Yadav,<br>Addl. Labour Commissioner        | <ol style="list-style-type: none"><li>1. Supervision of District South, South-West, North, North-west.</li><li>2. Housing Branch.</li><li>3. PGC, RTI &amp; LG Listening Post, PGMS.</li><li>4. All court case pertaining to Supreme court, High Court and other matters pertaining to NHRC &amp; NCPCR.</li><li>5. Coordination relating to payment of wages/salary of contractual/outsourced staff.</li><li>6. Un-organized workers Social Security Act, 2008- Policy Matters.</li><li>7. Child Labour (P&amp;R) Act, 1986 coordination with DCPCR in respect of Child Labour issues.</li><li>8. Private Placement Agency Bill.</li><li>9. Parliament and Assembly Questions.</li><li>10. Policy matters related to BOCW Act and Cess Act.</li><li>11. C.S &amp; L.G Meetings &amp; related affairs/inspection/report/publicity material.</li><li>12. Policy matters related to Contract Labour (R&amp;A) Act, 1970, compilation of report and work related to Contract Labour Advisory Board.</li><li>13. Minimum Wages and its implementation/policy matters.</li><li>14. Policy matters related to Bonded Labour and its policy related issues</li><li>15. Legal Branch</li><li>16. Policy matters and Coordination of work relating to</li></ol> |



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|  | <p>Employees Compensation Act 1923.</p> <p>17. Policy matters related to payment of Gratuity Act, 1972.</p> <p>18. Central Board of Workers Education.</p> <p>19. I.D Act, 1947-Policy Matters.</p> <p>20. Industrial Employment Standing Order Act, 1946 and Policy matters.</p> <p>21. Payment of Bonus Act, 1965 &amp; Policy Matters.</p> <p>22. Maternity Benefit Act, 1961 &amp; Policy Matters.</p> <p>23. Working Journalist Act 1955 &amp; Policy Matters.</p> <p>24. Interstate Migrant Workers Act, 1979 and Policy matters.</p> <p>25. Motor Transport Workers Act, 1961 and Policy Matters.</p> <p>26. Delhi Labour welfare Board.</p> <p>27. ESI and PF Coordination.</p> <p>28. Trade Union Act, 1923 and Policy Matters.</p> <p>29. Delhi Shops &amp; Establishment Act, 1954 and Policy matters.</p> |
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This issues with prior approval of the Competent Authority.

(ANITA RANA)  
DY. LABOUR COMMISSIONER (ADMN)/H.O.O

To,  
All concerned officers

F.31/LC/Estt./1009/2019/3866-3876

Date: 10/12/2020

Copy forwarded for information and necessary action to:-

1. Secretary to Hon'ble Minister of Labour, Govt. of NCT of Delhi.
2. PS to Secretary-cum-Commissioner, Labour Deptt., 5-Sham Nath Marg, GNCT of Delhi.
3. PPS to Special Labour Commissioner, Labour Department.
4. PA to Additional Labour Commissioner, Labour Department.
5. Welfare Commissioner (DLWB), Employment Exchange Building, Kirby Place, Delhi-110010.
6. All the In-charges/District Heads/JLCs/DLCs/All Branches of Labour Department.
7. Director (ISH), Labour Department, GNCT of Delhi.
8. DCA, Accounts Branch, Labour Department.
9. System Analyst with the request to upload this order on the website of the Department.
10. Guard File.

  
 DY. LABOUR COMMISSIONER (ADMN)/H.O.O