



GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI,  
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT  
ISBT COMPLEX : KASHMERE GATE : DELHI

F.14(40)/Vig./DWCD/2021/ 20142-49

Dated:

06 DEC 2021

ORDER

WHEREAS, on application, vide Office Order dated 24.03.2021, a No Objection Certificate was issued to Ms. Reena Kumari, Supervisor for pursuing her B. Ed Course with the International Centre for Distance Education and Open Learning, Himachal Pradesh University, with the condition that pursuit of studies should in no way detract the official from her efficiency and duties are not effected in any way.

AND WHEREAS, vide application dated 13.09.2021, Ms. Reena Kumari informed the Dy. Director (Poshan) that recently the Himachal Pradesh University has issued the datesheet for long delayed examination and the same are scheduled from 27.09.2021 to 22.10.2021, and requested for grant of 33 days of Earned Leave alongwith permission to leave the station for attending the examinations. Further, vide application dated 15.09.2021 requested for an early decision on her request dated 13.09.2021 and further requested to consider her leaves as Extra Ordinary Leaves (Leave Without Pay), if sufficient leaves are not available in her leave account.

AND WHEREAS, Ms. Reena Kumari, Supervisor proceeded on leave at her intimated scheduled dated i.e. 20.09.2021, without waiting for approval of the Competent Authority. Accordingly, a Show Cause Notice dated 01.10.2021 was issued to Ms. Reena Kumari, Supervisor, seeking her explanation for proceeding on leave without the prior approval of the Competent Authority.

AND WHEREAS, Ms. Reena Kumari, Supervisor, replied to the above show cause notice via email dated 06.10.2021. The reply of Ms. Reena Kumari, Supervisor was considered and not found satisfactory and accordingly vide Office Order dated 12.10.2021, the services of Ms. Reena Kumari, Supervisor were put under suspension, invoking Rule 10 sub rule 1 of the CCS (CCA) Rules, 1965.

AND WHEREAS, Ms. Reena Kumari, Supervisor, in response to the Suspension Order has submitted a representation, wherein, it has been pleaded that :-

- a). *I have been working under this Department since 21.08.2017 as Supervisor Gr – II and have been allotted with the work related to National Creches Scheme and UD*

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Transferred crèches running under ICDS Branch. I got married in December, 2020 in Himachal Pradesh. As I was occupied with urgent tasks of releasing payments and other financial matters under National Creches Scheme, payments for UD Transferred Creches and High Court hearing under W.P. of UD Creche workers, I could only avail 12 days leave for my marriage. The change a woman's life faces immediately after marriage is well versed. Also the very first year after marriage is crucial to develop healthy relationships within new family. My husband and in laws live in HP. Hence, I availed 1 month Earned Leave in May, 2021 (when there was no urgent pending tasks underlying on my seat) to spent this duration with my new family. During the leave period I met with an accident and had severe Ankle injury in right foot for which I had to take bed rest and wear ankle splint for two months due to pain and swelling. Accordingly I had to avail medical leave for which the timely intimation alongwith relevant documents were provided to the Department through Email. After availing the above mentioned leave, I joined office on 03.08.2021.

- b). I am appearing for Bachelor of Education (II Year) in International Centre for Distance Education and Open Learning (ICDEOL), Himachal Pradesh University for which the NOC has been issued by the Department vide order no. F.9(11)/Admn./WCD/2018/22063-67 dated 24.03.2021
- c). Due to the pandemic of COVID - 19 the term of my B.Ed. has been long delayed already. Whereas the examination for B.Ed. II Year, was supposed to be held in June, 2021, the result for B.Ed. First Year was issued by the University in July, 2021. Further, the university issued the very unexpected and untimely datesheet for B.Ed. II Year Examination (scheduled w.e.f. 27.09.2021) on 07.09.2021. I received the datesheet on 10.09.2021 and accordingly applied for 33 Days Station cum Earned Leave w.e.f. 20.09.2021 to 22.10.2021 on 13.09.2021.
- d). I had only one week to get my leave request approved. On 13.09.2021 my leave was forwarded to the concerned official of POSHAN Branch by DD- POSHAN so that the same can be processed in my personal branch file. On 14.09.2021 the concerned official was on leave and hence my application rested unattended. On 15.09.2021, I learnt about my insufficient Leave account and accordingly, I submitted a subsequent application to consider my request for Earned Leave as Extra Ordinary Leave/ Leave without Pay. On 16-09-2021 (at round 06:20 PM) my application was forwarded to Admn. Branch by DD-POSHAN. On 17.09.2021, I could not attend office due to severe abdominal pain and vomiting (since 16.09.2021 evening). During the said week, I was seeking to complete all pending and regular tasks at my desk under the direction and supervision of AD – POSHAN. I attended all the relevant meetings during this week and further, as per the directions of DD-POSHAN, I with Komal – Supervisor shifted our seating from 6<sup>th</sup> Floor to 2<sup>nd</sup> floor along with computer system, all the files and stationary items. Meanwhile, I made efforts to meet personally to the Competent Authority for requesting and seeking approval for my leave but could not get a chance.
- e). I requested to extend my leave duration till 26.10.2021 through email dated 05.10.2021 as the examinations were extended till 25.10.2021 as per the revised



datesheet issued by the university. I have timely intimated the Department at each and every action I have taken. However, as the examinations were announced at a very short notice, the time duration was not sufficient enough.

- f). *I intent to bring the above information to your kind notice to illustrate the hassled and unfavorable circumstances at the time. I had to appear in this examination to avoid further extension and delay in completion of my B.Ed. and to avoid spending another academic year for the same. The completion of this course is necessary for my career growth. Due to shortage of time and the above mentioned circumstances, I could not get my leave approved from the Competent Authority. I also mentioned my situation in the reply of Show Cause notice issued on 01.10.2021 and requested for ex post facto approval for my extraordinary leave.*
- g). *I came acquainted with my suspension on 14.10.2021 and have been under a lot of stress since then. I have been charged with dereliction of duties whereas; I have always been dedicated to my duties and have never availed unauthorized leave since my joining. I have single handedly dealt with all the policy and financial matters underlying on my seat without any prior training or experience of the same. I assure you, all my earlier Assistant Directors and Deputy Directors would have satisfactory review for my work conduct.*
- h). *I have been reviewed on the basis of the last few months. I again request you to review my work conduct since my joining in this department. I humbly request you to kindly consider the above and reassess/revoke my suspension. I assure you to work with all my dedication in future and would do my best to give no reason for disappointment. I shall be highly obliged.*

AND WHEREAS, during the examination of the case the following facts emerged :-

- a). The exigency in the present case is quite apparent, as it is in common knowledge that due to the sudden outbreak of Covid- 19, the schedules of the universities were disturbed and there is no evidence to disbelieve the contention that the official came to know about the date sheet for examinations only on 10.09.2021. Accordingly, she applied for leave.
- b). The Poshan Branch did not address the urgency of the situation and kept the request of the official dated 13.09.2021 pending till 16.09.2021. Further, it is revealed that the request of the official was forwarded to the Administration Branch only on 16.09.2021 i.e. only after receipt of her second application. The said application was forwarded to the Administration Branch for suitable consideration, with the recommendation of the AD (Poshan) for favourable consideration duly countersigned by the DD (Poshan) which inter-alia means that the Reporting Officers of the Poshan Branch were not having any objection to the leaves requested by the official.
- c). The past Work & Conduct Reports in respect of the official, since her joining of duties, is reported to be satisfactory by all means.



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- d). The letter dated 17.11.2021 issued under the signatures of the Deputy Director (Poshan) speaks that during the absence of Ms. Reena Kumari, Supervisor, her work was handled by her link officer Ms. Komal, Supervisor.

IN VIEW OF THE AFORE DETAILED, I, **RASHMI SINGH, DIRECTOR (WCD), GNCTD** being the Disciplinary Authority, in exercise of the powers conferred under the provisions of the CCS (CCA) Rules, 1965, having considered all the material facts placed on record, is of the considered view that although the misconduct of proceeding on leave without the approval of the Competent Authority is established on the part of Ms. Reena Kumari, Supervisor, but the facts & circumstances of the case do not form good and sufficient reasons for initiation of disciplinary proceedings against the official. However, Ms. Reena Kumari, Supervisor is hereby warned to cautious in future and desist from proceeding on leave without the prior approval of the Competent Authority.

IT IS THEREFORE, directed that :-

- a). the suspension order dated 12.10.2021 in respect of Ms. ~~Reena Kumari~~ <sup>Reena Kumari</sup>, Supervisor, is hereby revoked with immediate effect.
- b). the period of leave applied by the official w.e.f. 20.09.2021 to 22.10.2021 shall be treated as extra-ordinary leave (without pay), as also requested by the official.
- c). apart from the abovementioned leave period, rest of the period spent under suspension shall be treated as period spent on duty on duty for all purposes.

  
**Dr. RASHMI SINGH**  
**DIRECTOR, DWCD**

F.14(40)/Vig./DWCD/2021/ *20142-49*  
**Copy for information to :-**

Dated: *06 DEC 2021*

- 1). PS to the Secretary, Department of WCD, GNCTD, GLNS Complex, Delhi Gate, New Delhi – 110 002.
- 2). The Deputy Director (Admn.), DWCD, GNCTD.
- 3). The Deputy Director (Poshan), DWCD, GNCTD.
- 4). DDO/HOO concerned through Supdt. (Admn.), DWCD, GNCTD.
- 5). The PAO concerned through concerned DDO/HOO, DWCD, GNCTD.
- 6). The Sr. System Analyst, DWCD, for uploading this order on the website of the department.
- 7). Service Book of the concerned through DDO/HOO concerned.
- 8). Ms. Reena Kumari, Supervisor through AD (Poshan), DWCD, GNCTD.
- 9). Guard File

  
**Deputy Director (Vig.)**

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