

GOVERNMENT OF NCT OF DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
(ADMINISTRATION BRANCH)
1st FLOOR, MAHARANA PRATAP ISBT BUILDING,
KASHMERE GATE, DELHI-110006

F.16(23)/WCD/Admn./Misc/2020/ *699-6100*

Dated:

24 JUN 2022

CIRCULAR

With reference to circular dated 03.06.2022 (copy enclosed) issued by Secretary (AR), All Deputy directors/District Officers are directed to conduct detailed internal exercise regarding re-evaluation of delegation of financial powers and administrative decision making at appropriate level apart from streamlining processes and encouraging faceless delivery of services wherever possible.

The detailed report on the above matter should reach to the Admn. Branch, DWCD by 30.06.2022 without fail.

Encl: As above.

24/06/2022
Dr. Atul Pandey
Dy. Director (Admn.)

To,

All Deputy Directors, DWCD (HQ)
All District Officers, DWCD

IF Cell, DWCD, for uploading circular on website of dept.

Important 9451

Office of the Secretary (SW)
Deptt. of Social Welfare
Govt. of NCT of Delhi
06 JUN 2022
Dy. No. 1970 -

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE SECRETARY (AR)
2nd LEVEL, 'A' WING, DELHI SECRETARIAT, NEW DELHI

No. 256

Dated: 03.06.2022

CIRCULAR

In pursuance to the Minutes of the meeting of Senior Officers taken by Worthy Chief Secretary, Delhi on 27.05.2022, all ACSs/ Pr. Secretaries/ Secretaries/HODs of all the departments of GNCTD are requested to prepare a Manual for disposal of the matters at various levels in order to simplify the procedure and quick disposal of issues in public interest.

The Manual of each department may be prepared after conducting detailed internal exercise and also considering ease of doing business and ease of living for public convenience. Evaluation factors could be re-evaluation of delegation of financial powers and administrative decision making at appropriate level apart from streamlining processes and encouraging faceless delivery of services wherever possible.

3W

Director

Once prepared, the Manual with clear role and responsibility and disposal of issues at each level be sent to the Office of Secretary (AR) at secy-ar@delhi.gov.in on or before 15th July, 2022 in order to prepare and compile the report for perusal of worthy Chief Secretary Delhi.

SDS

Yand 31/06/22

(Vivek Pandey, IAS)
Secretary (AR)

To

All the ACSs/Pr. Secretaries/Secretaries/HODs/
Head of all Autonomous Bodies / Corporations
Government of NCT of Delhi.

Office of the Secretary
Deptt. of Women and Child Development
Govt. of NCT of Delhi
06 JUN 2022
Dy. No. 455

Reevaluation of delegations of financial & administrative
& decision making at appropriate levels
eg. DD, JD, Director Secy level.