

DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT,
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI,
1st Floor, MAHARANA PRATAP ISBT BUILDING,
KASHMERE GATE, NEW DELHI-110006
(ADMINISTRATION BRANCH)

F.No.08 (94)/Admn/WCD/WO/Roster/2022 1500

Dated: 19/10/22

OFFICE ORDER

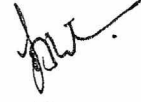
All concerned DDO/HOO/Superintendent are hereby directed to provide requisite data in respect of Welfare Officers in prescribed Proforma as given below herewith duly filled and verified from Head of Office along with attested copy of first page of Service Book.

The aforesaid document original should reach in Head Office (DWCD) within 10 days of issuance of this order and softcopy also required on email id suptadmncd@gmail.com.

Data format as follows:

S/No.	Name	Designation	Date of Birth	Date of Joining	Reservation/Category	Remarks, If any
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This issues with the prior approval of the Director, DWCD.



Section Officer (Admn.)

F.No.08 (94)/Admn/WCD/WO/Roster/2022 1500

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Copy to:

1. PS to Director, WCD(HQ)
2. PA to Jt. Director (Admn.), DWCD (HQ)
3. The Dy. Director (Admn.), DWCD(HQ)
4. IT branch to upload on department website.



Section Officer (Admn.)