

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
(ADMINISTRATION BRANCH)
MAHARANA PRATAP ISBT BUILDING, KASHMERE GATE, DELHI-110006
F. NO.17(43)/WCD/ADMN./MISC.MATTER/24/13915-21 DATED: 22-11-2024

ORDER

In compliance of Order No. F. No. 18/70/2024/GAD/Admn./51867 dated 20.11.2024 regarding implementation of action under stage-IV ('Severe+' Air Quality) of the Revised Graded Response Action Plan in Delhi-NCR, it is hereby ordered that attendance of employees in these offices shall be regulated as follows:-

1. All officers of the level of Deputy Directors/Branch In-charges and above of WCD (HQ) and District Officers/Superintendents/CDPOs of respective Homes, JJBs, Projects, CWCs will attend office to the extent of 100% strength.
2. The remaining 50% staff will attend office as per requirement to be assessed by the Branch in-charges and District Officers and remaining 50% staff will Work From Home till Stage-IV of the GRAP (Graded Response Action Plan) is in force or further order.
3. All CCIs/Institutions will function at full capacity.
4. All Staff of the Department posted at JJBs and CWCs shall function at full capacity.
5. The Officers/Officials allowed to work from home shall make themselves available at all times on phone, whatsapp, messages and emails or any other means of communication. The Officers/Officials working from home can be called to office (whenever required).

This issues with the prior approval of the Director, DWCD (HQ).



Section Officer (Admin)

F. NO.17 (43)/WCD/ADMN./MISC.MATTER/24/13915-21

DATED: 22 NOV 2024

Copy for information to:-

1. PS to Secretary, DWCD(HQ)
2. OSD to Director, WCD (HQ).
3. PS to Additional Director, WCD(HQ)
4. Deputy Secretary (GAD), level-II, A-Wing, Delhi Secretariat I.P Estate, Delhi-110002
5. All Branch In-Charges, WCD (HQ) for Compliance.
6. All District Officers/Superintendents/CDPOs, DWCD for Compliance.
7. Deputy Director, IT Cell with the directions to upload this "circular" on the Department Website.
8. Guard file.



Section Officer (Admin)