

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
ISBT BUILDING, KASHMERE GATE, DELHI- 110006

F.No.PA/Addl. Dir.(WCD)/2024-25/ 1845

Dated: 07/08/2024

ORDER

Whereas, the Superintendents/In-charges of the Juvenile Justice Boards/Child Welfare Committees submit the files to Headquarters for Administrative Approval and Expenditure Sanction in respect of procurement of various items of office use.

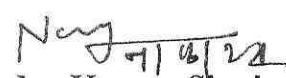
Whereas, it has been observed that the Head of offices have procured items without obtaining Administrative Approval and submitted for Ex-post facto Expenditure Sanction.

Whereas, all the Superintendents are hereby directed to obtain advance Administrative Approval of the Competent Authority. The proposals shall also include current stock position and rate of each of the items.

Whereas, it has been observed that some Head of offices have procured items without obtaining Administrative Approval, such proposals shall be submitted with details of the last procurement when these items were procured.

The files shall be routed through Child Protection and Development Unit (CPDU) for examination of the proposals and the Branch In-Charge, CPDU is hereby directed to ensure that the proposals are submitted for approval without delay for smooth functioning of the Institutions.

Whereas, it is also directed that Accounts Branch shall examine and vet the proposals without delay and submit for approval of Competent Authority.


Dr. Navlendra Kumar Singh
Additional Director, WCD

To

1. All Superintendents of Child Care Institutions/Women Institutions, WCD

F.No.PA/Addl. Dir(WCD)/2024-25/ 1845

Dated: 07/08/2024

Copy for information to:-

1. Dy. Director, Child Protection & Development Unit, DWCD, GNCTD
2. Dy. Controller of Accounts, WCD, GNCTD
3. District Officers, DWCD, GNCTD
4. Dy. Director (IT) for uploading this order on department website.