

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT,
2nd Floor, MAHARANA PRATAP ISBT BUILDING,
KASHMERE GATE, NEW DELHI-110006
(Administration Branch)

F. No. 16(38)/WCD/Admn/Misc Matter/2021/21259-64

Dated:

18 MAR 2026

CIRCULAR

As the last month of the Financial Year 2025-26 is currently ongoing, and considering its critical importance for review, monitoring, and timely completion of departmental targets and activities, it has been directed by the Secretary, Department of Women and Child Development (DWCD).

All officers/officials of the Department, including those posted in field offices and branches, are hereby directed to desist from availing any kind of leave during the month of March-2026, except under exceptional and unavoidable circumstances.

Any request for leave, if unavoidable, shall be strictly regulated and may be considered only with prior approval of the worthy Secretary.

All Heads of Offices / Branch In-charges/District Officers shall ensure strict compliance of these instructions.

This issues with the approval of the Competent Authority, DWCD.


JT. DIRECTOR (ADMIN)

F. No. 16(38)/WCD/Admn/Misc Matter/2021/21259-64

Dated:

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To,

All Branch in-charges DWCD in (HQ)/ District
Officers/Institutions/JJBs/DDOs/HOOs/Homes of DWCD, GNCTD.

Copy for information to:

1. PS to Secretary, WCD
2. OSD to the Director, WCD.
3. SO to the Special Director, WCD.
4. All Branch In-Charges, WCD-HQ.
5. DD (IT) for uploading the website Department


JT. DIRECTOR (ADMIN)