

**DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT**  
**GOVT. OF NCT OF DELHI**  
**(COORDINATION BRANCH)**  
**Maharana Pratap Building, ISBT, Kashmere Gate, Delhi - 110006**

File No.:34(06)/Coord./Misc./DWCD/2024-25/PartFile-III/ 346-351

Date: 13/04/26

**CIRCULAR**

**Subject: Strict adherence to the order/sequence of Official Languages of languages, other than Hindi and English, recognized for use for official purposes by the State Government having Hindi as their first official language, on Boards, Sign-boards, Name Plates and Directional Signs, regarding.**

Kindly refer to a communication received from the Art, Culture & Language Department, GNCTD vide letter dated 09.03.2026 (copy enclosed), forwarding Office Memorandum dated 04.11.2024 regarding implementation of Delhi Official Languages Act, 2000.

In this regard, it is reiterated that all Branch In-charges/District Offices/ICDS Projects/Institutions/Homes under the Department shall ensure strict compliance for display on boards, signboards, nameplates and directional signage as per the following directions:

1. **Order/Sequence of Languages:** All information displayed on Boards, Signboards, Name Plates and Directional Signs shall be written/printed/painted/ inscribed/ embossed in the following order:
  - i. Hindi
  - ii. English
  - iii. Punjabi
  - iv. Urdu
2. **Uniform Font Size:** The font size of all the above languages shall be uniform/ same.
3. **Immediate Compliance:** Any existing signage that does not conform to the above instructions shall be reviewed and rectified early.

The above directions are in accordance with the provisions of the Delhi Official Languages Act, 2000 and are binding.

This issues with the approval of the Competent Authority.

Encl. :as above

  
(SYMPHONY)  
Assistant Director (Coord.) 13.04.2026

To

All branch In-charges/District Officers/CDPOs/Supdt. of Institutions/Homes of DWCD

File No.:34(06)/Coord./Misc./DWCD/2024-25/PartFile-III/ 346-351

Date: 13/04/26

Copy for information to:

1. PS to Secretary (WCD), GNCTD
2. OSD to Director (WCD), GNCTD
3. SO to Spl. Director (WCD), GNCTD
4. ✓ Dy. Director (IT) with a request to upload on Department's website.
5. Guard File

Diary No. 6989

Date 18/03/2026

Spl. Director(WCD)

Government of National Capital Territory of Delhi  
Art, Culture and Language Department  
7<sup>th</sup> Level, C-Wing, Delhi Secretariat, New Delhi.

No. F.12(25)/2024/ACL/4572

Dated: 09.03.2026

To,

Pr. Secretaries/Secretaries/H.O.Ds of all the departments,  
Govt. of NCT of Delhi

Heads of all Autonomous bodies/Local bodies/Grant-in-Aid Institution,  
Govt. of NCT of Delhi

**Subject:** Strict adherence to the order/sequence of Official languages of languages, other than Hindi and English, recognised for use for Official purposes by the State Government having Hindi as their first Official language, on boards, Sign-boards, Name Plates and Directional Signs, regarding.

Sir/Madam,

(1). I am directed to forward herewith a copy of Office Memorandum (O.M.) No F.12(25)/2024/ACL/1473-1481 dated 04.11.2024 on the subject cited above for your necessary compliance please.

(2). I am directed to invite your kind attention to the provisions of The Delhi Official Languages Act, 2000, and to reiterate the instructions issued by this department vide Office Memorandum (OM) dated 04.11.2024 (copy enclosed). The Hon'ble High Court of Delhi, in its order dated 13.02.2026 in WP(C) 7914/2019, has ordered to direct the authorities to implement the directives in the OM dated 04.11.2024.

(3). In view of the above, all concerned authorities are hereby directed to ensure the implementation of "The Delhi Official Languages Act, 2000" and the order/sequence of the State languages including English as mentioned in this office OM dated 04.11.2024 in the same size of font to write, print, paint, inscribe or emboss the information on boards, Sign-boards, Name-plates and Directional signs in language/s other than Hindi, recognised for use for official purposes in NCT of Delhi.

(4). Immediate action must be taken to rectify any existing signage i.e. boards, Sign-boards, Name-plates and Directional signs that does not conform to these specifications.

(5). It is emphasized that the directives contained in our OM dated 04.11.2024 are binding. Failure to comply with these instructions will be viewed as a violation of both the statutory requirements of the Delhi Official Languages Act, 2000 and the specific directions as issued vide the above OM of this office with the prior approval of the Hon'ble Lieutenant Governor of Delhi. Hence, all Pr. Secretaries/Secretaries/HoDs of the all the departments of Govt. of NCT of Delhi & Heads of all autonomous bodies/Local Bodies/Grant-in-Aid Institution of Govt. of NCT of Delhi are again requested to comply with the directives of the OM dated 04.11.2024.

(6). This issues with the prior approval of Secretary (ACL).

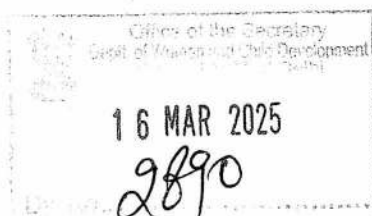
Yours faithfully,



(Lekhraj)

Addl. Secretary (ACL)

**Enclosures :** As above.



JD (Admin)  
for further circulation  
AD (Coordn)  
18/04/26

JA (Coordn)  
Pl dissem

Government of National Capital Territory of Delhi  
Art, Culture and Language Department  
7<sup>th</sup> Level, C-Wing, Delhi Secretariat, New Delhi

No. F.12(25)/2024/ACL/ 1473-1481

Dated: 04/11/2024

OFFICE MEMORANDUM

**Sub:** *The order/sequence of Official languages of languages, other than Hindi and English, recognised for use for Official purposes by the State Government having Hindi as their first Official language, on boards, Sign-boards, Name Plates and Directional Signs, regarding.*

"The Delhi Official Language Act-2000" declaring Urdu & Punjabi as Second Official Language has been implemented.

Further, vide OM. No. 1/14013/07/2010-O.L.(Policy-1) dated 07.04.2011, Department of Official Language, Ministry of Home Affairs, Govt. of India directed to the States in region 'A' i.e. Bihar, Haryana, Govt. of NCT of Delhi etc. that *the Boards, Sign-boards, Name-plates and Directional Signs will be written/printed/painted/inscribed/embossed in Hindi First. The order of the other language/s, including English, will be determined by the Department concerned or the State concerned.* The Font sizes of the texts of all the languages will be the same size.

Accordingly, the Hon'ble Lt. Governor, Delhi is pleased to declare the following order/sequence of the State Official Language including English to write, print, paint, inscribe or emboss the information on boards, Sign-boards, Name-plates and Directional signs in language/s other than Hindi, recognised for use for official purposes in NCT of Delhi:-

- (i) Hindi.
- (ii) English.
- (iii) Punjabi.
- (iv) Urdu.

Accordingly, all Government Departments/Offices/Autonomous Bodies/Local Bodies are directed to **ensure the implementation of "The Delhi Official Languages Act 2000" and the aforementioned order / sequence of the State Languages including English in the same size of**

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4/11/24

font to write, print, paint, inscribe or emboss the information on boards, Sign-boards, Name-plates and Directional signs in language/s other than Hindi, recognised for use for official purposes in NCT of Delhi.

Yours faithfully,



(P.V.S.S. Subbarao)  
Dy. Secretary (ACL)/Link Officer

No. F.12(25)/2024/ACL/ 1473-1481

Dated: 04/11/2024

Copy to:

1. All Pr. Secretaries/Secretaries/H.O.Ds, Government of NCT of Delhi.
2. Heads of all Autonomous bodies/Local Bodies/ Grant-in-Aid Institution of Govt. of NCT of Delhi.

**Copy for information to:**

1. Pr. Secretary to Hon'ble Lt. Governor, Delhi.
2. Pr. Secretary to Chief Minister, Delhi.
3. Secretaries of all the Ministers of Govt. of NCT of Delhi.
4. SO to the Chief Secretary, Govt. of NCT of Delhi.
5. PPS to Addl. Secretary, ACL.
6. Guard file/Office Order File.
7. Web site of ACL Department.



(P.V.S.S. Subbarao)  
Dy. Secretary (ACL)/Link Officer