DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
ADMINISTRATION BRANCH
2nd FLOOR : MAHARANA PRATAP ISBT BUILDING
KASHMERE GATE : DELHI-110006

F. 06(133)/Admn. File/ 575-79 Date: 08/9/26

LEAVE SANCTION ORDER

Sanction of the Secretary, DWCD is hereby conveyed for grant of following leave in r/o Ms. Lata Kumari Negi, Joint Director (on CDC). Details of leaves are as under:-

S.No.	Kind of Leave	Period of Leave	No. of Days
1	Earned Leave along with Station Leave Permission.	**10.09.2026 to 18.09.2026** Prefix : No Suffix : 19.09.2026 & 20.20.2026 (being Saturday and Sunday)	09-Days

It is pertinent to mention here that, during her absence, the Joint Director (IT) will act as the Link Officer to look after her work.

This issues with the prior approval of the Competent Authority.

Section Officer (Admn.)

F. 06(133)/Admn. File/ 575-79 Date: 08/9/26

Copy for information to :-

1. PS to Addl. Chief Secretary, DWCD.
2. PS to Secretary, DWCD.
3. OSD to Director, DWCD
4. Dy. Director (Admin.). DWCD.
5. Dy. Director, DLBS, DWCD.
6. Official concerned, with the direction to brief her Link Officer regarding the various pressing tasks assigned to her, particularly those in respect of which ATRs are long overdue.
7. Dy. Director, IT Cell with request to upload the same on the departmental website.
8. Guard file.

Section Officer (Admn.)