

**GOVERNMENT OF NCT OF DELHI**  
**DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT**  
**CHILD PROTECTION AND DEVELOPMENT UNIT**  
**5th FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI-110006**

F.No. 61(2361)/B.E & R.E for F.Y 2024-25/Govt run CCIs/DWCD/CPDU/2025

Dated:

/10535-45

11 SEP 2025

To

The Superintendent/HOOs/DDOs  
Of CCIs, Department of Women & Child Development  
Government of NCT of Delhi.

**Subject: withdrawal of Budget Estimate in r/o Mental Health Unit for Financial Year 2025-26**

**Sir/Madam,**

I am directed to withdraw the Budget Estimates for the Financial Year 2025-26 of Mental Health Unit respective HOOs/DDOs sheet enclosed. Further, all the HOO/DDOs shall ensure that:

1. Expenditure must be incurred for the purpose for which funds have been provided.
2. Adequate mechanism shall be effectively applied for prevention, detection of errors & irregularities in financial proceedings so as to safeguard of public money.
3. All the rules/instructions for principles of expenditure and payment of state exchequer/ money shall be strictly adhered to including economy instructions issued by GOI and GNCTD from time to time.
4. HOOs/DDOs shall be in a position to estimate the anticipated saving or excess of every month.
5. Rush of expenditure, particularly in the closing months of the financial year, shall be regarded as breach of financial propriety and shall be avoided.
6. Non-utilization of the available provisions/funds by any office will be viewed seriously, as this would have deprived of some other needy unit from utilizing the same.
7. Submit detailed monthly expenditure statement to the S.O. (Planning), Planning Branch, and DWCD by 3rd of the following month positively and PAO reconciled statement of the same by 10th of following months.
8. Excess allocations, if any, made must be brought to the notice of HQ immediately so that it can be utilized to meet the deficits of others.
9. Onus of any Excess or Savings will be Upon the HOOs/DDOs concerned.
10. The expenditure out of Centrally Sponsored schemes shall be strictly incurred as per guidelines issued by Govt. of India from time to time.
11. At the outset, no expenditure will be incurred in excess of allocated budget estimates.
12. The expenditure shall be incurred as per the delegation of powers allocated to the HOOs.

This issues with approval of Director, WCD.

**Encl: as above**

  
**Assistant Director, CPDU**

F.No. 61(2361)/B.E & R.E for F.Y 2024-25/Govt run CCI/DWCD/CPDU/2025

Date:

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**Copy to:-**

1. O.S.D to Director WCD
2. P.A to Special Director, WCD
3. Controller of Account of Department of WCD 6<sup>th</sup> Floor, ISBT Building Kashmere Gate Delhi
4. Superintendent/DOO/HOO of CHG-I, Nirmal Chhaya Complex Delhi
5. Superintendent/DOO/HOO of OHB-I, Delhi Gate New Delhi
6. Superintendent/DOO/HOO of OHB-II, Sewa Kutir Complex Delhi-09
7. Superintendent/DOO/HOO of Place of Safety/Special Home Delhi
8. Superintendent/DOO/HOO of SAG, Sanskar Ashram Complex
9. Superintendent/DOO/HOO of CHB-I, Alipur Delhi
10. Superintendent/DOO/HOO of Lajpat Nagar New Delhi
- ✓ 11. The Deputy Director (IT), WCD for upload the same copy on Department Website

Assistant Director, CPDU

S.No	Department of Women and Child Development		Demand No.8		
	Budget Estimates 2025-26		(Rs. in thousands)		
	Major/Sub Major/Minor/Sub/Detailed/Head/Object head as available in DDG(15 digits)	Voted/Charged	Budget Estimates allocation for 2025-26 by CPDU	withdrawal Budget Estimates for F.Y 2025-26	New Allocation Budget Estimates for F.Y 2025-26
	1	2	3		
2235 02 103 32 Mental Health Unit (Sub Head)223502103320049 - Other Revenue Expenditure					Rs. in Thousand
1	CHG-I, Nirmal Chhaya Complex, Jail Road, MHU-I	Voted	1500	1345	155
2	OHB-I, Delhi Gate, MHU-II	Voted	800	748	52
3	OHB-II, Sewa Kutir Complex, MHU-III	Voted	600	548	52
4	Place of Safety/Special Home/OHB Annexe MHU-IV	Voted	500	449.5	50.5
5	SAG, Sanskar Ashram Complex, MHU-V	Voted	600	574.5	25.5
6	CHB-I, Alipur Complex, MHU-VI	Voted	600	500	100
7	CHB - IV, Lajpat Nagar Complex MHU-VII	Voted	600	550	50
8	CPDU WCD	Voted	5200	5200	0
9	DDO DWCD (HQ)	Voted	0	0	9915
	<b>Total</b>		<b>10400</b>	<b>9915</b>	<b>10400</b>

mmr

BY