

(GOVERNMENT OF N.C.T. OF DELHI)  
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT  
Maharana Pratap ISBT Building, Kashmere Gate, Delhi-6  
(R.T.E.G. BRANCH)



F.No. 56(105)WCD/RTE/2022-23/ 818- 820

Dated: 17/03/2023

**Sub. : Proposal to improve Interpersonal relationship among staff members, DWCD**

For Improving interpersonal relationship among staff members in the Women and Child Development Department is crucial for promoting collaboration, enhancing productivity and creating a positive and healthy work environment and ensuring that the department is effective in fulfilling its vision and mission.

In this regard, to fulfill the departmental goals and mission by creating a positive and supportive work environment to encourage collaboration and cohesion among all officers and staff members, it is felt that some proposed steps could be taken with a shared commitment for achieving the department goals.

In this regard, it is requested all to exercise these suggestive steps (enclosed) in regular for developing a healthy work environment.

This issues with approval of Director, DWCD.

**S.M. Ali**  
**Deputy Director (RTEG)**

Encl. as above.

**All District Officers, Deputy Directors, Branch in-Charges,  
Department of Women and Child Development,  
GNCTD.**

F.No. 56(105)WCD/RTE/2022-23/ 818- 820

Dated: 17/03/2023

Copy for Information:

1. PS to Director, Dept. of WCD for information please.
- ✓ 2. Sr. System Analyst (IT) to upload on department website.

**S.M. Ali**  
**Deputy Director (RTEG)**

974/IT B2  
17/03/2023

### Proposal to improve Interpersonal relationship among staff members, DWCD

Improving interpersonal relationship among staff members in the Women and Child Development Department is crucial for promoting collaboration, enhancing productivity and creating a positive and healthy work environment and ensuring that the department is effective in fulfilling its vision and mission.

Some proposed steps that can be taken to achieve the goal:-

1. **Foster Care Communication:** Communication is key to any healthy relationship and this is vital at workplace. We should encourage staff members to share their opinion, ideas and concerns openly and honestly with each other. This can be achieved through regular team meetings between branch in-charges and their team members and through regular meeting between branch in-charges.
2. **Offer conflict resolution Training:** Conflict is inevitable in any workplace but it can be merged effectively with the right tools. Conflict resolution training can help staff members to better understanding their own communication styles and their colleagues and to learn strategies for resolving conflicts in a constructive and respectful way.
3. **Build Trust:** Create an environment, where staff members feel comfortable in sharing their personal and professional challenges. Branch in-charges to provide support to their team members when needed and ensure that the confidential information is kept private.
4. **Promote Team building activities:** Organize team building activities such as Group outings, social events and team building exercises that help to build a sense of Camaraderie among staff members.
5. **Encourage Collaboration:** Encourage staff members to work together on projects and tasks that require collaboration. This can help to break down silos and create cohesive team.
6. **Recognize and appreciate good work:** Celebrate success and recognize good work done by staff members through regular team meetings (Both at branch level and Headquarter level), employee recognition programs and other forms of public recognition.

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7. **Encourage professional Development:** Encourage staff members to pursue professional development opportunities that align with their interest and skill. This can include attending workshops, conferences and training programs, which can help to improve their skills and knowledge while also fostering a sense of professional growth and development.

It is felt by implementing these steps the women and Child Development Department can create a positive and supportive work environment that encourages collaboration, team work and a shared commitment to achieving the department goals.

If agreed, it may be circulated to all branches at Hqtr. and District Offices to work earnestly in this regard.