

GOVERNMENT OF NCT OF DELHI () () PUBLIC WORKS DEPARTMENT 5TH LEVEL "B" WING DELHI SECRETARIAT: NEW DELHI

(CD No. 057562945)

Encl: As above.

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No.F.10 (6)/PWD-I/Misc/2016/Vol.-V/12524

To,

The Engineer-in-Chief (PWD), Govt, of NCT of Delhi MSO Building IP Estate

New Delhi-110002

Sub: Forwarding of various PUCs received from different Depts. / Agencies.

Sir,

Please find enclosed herewith copy of the following PUCs received from different Depts. /agencies with necessary action as mentioned against them:-

S. No.	PUC No. & Dated	Subject	
1.	No. DACF/PWD/2019-20/01/0051	Seeking relaxation in tender conditions.	
	Dated: 29.08.2019		
2.	P.O. No.: NPC/HQ/IT/Trg/06/2019-20	Residential Training Programme on "Digital Transformation for Organization" from 18-22	
	Dated: 22.08.2019	November, 2019 at Port Blair-Request Nominations.	
3.	F.9/01/04/2019-20/UTCS/TS-V/5850-6019	Training on "Right & Welfare of Person with Disabilities Act-2016."	
	Dated: 02.09.2019	34.5.1.00 130 20 10.	
4.	No. 25019/19/2019-PM-II	Development of Tatpar Delhi Police app and provision of standardized single mobile	
	Dated: 05.09.2019	platform to other States.	
5.	D.O. No. 2/2/S(DWS)/19	The Swachhata Hi Seva 2019 campaign from 11th September 2019 to 1st October 2019, 2nd	
	Dated: 09.09.2019	October 2019, & 3rd October 2019.	
6.	Email dated 28/08/2019 received from Sh. S. N. Misra, Services Department.	Incumbency Statement of Sanction Order(s) in respect of Grade-I (DASS) officers.	
7.	No. F.55/66/2017/S-1/3325	Providing Incumbency Statement along with	
	Dated: 28/08/2019	copy of Sanction Order(s) in respect of Grade-I (DASS) officers.	
8.	F. No. 53/317/CTB/CN/2019/3460-3472	A Campaign name "10 Hafte, 10 Baja, 10 Minute" against spread of Dengue and	
	Dated: 03.09.2019	Chikungunya has recently been launched by Hon'ble chief Minister Delhi.	
9.	No.30/11/2018-EC-I(b)/EW-I	Office Order: As Architect Promotion of Sh. Sandeep Singh Rawat, & Lazarus Kujur,	
	Dated: 09.09.2019		
10.	No. Dy.CMR.2241 ·	Regarding of letter Sh. Jai Prakash requested to Service in PWD office.	
	Dated: 21.08.2019		

(L.R.MEENA) DEPUTY SECRETARY (PWD/ADMN.)

Yours Sincerely





2019/8483

Dr. AMBEDKER CO-OPERATIVE FEDERATION (PROPOSED)

Ref. No: DACF/PWD/2019-20/01/0051

Date: 29 Aug 2019

To
The Honourable Minister
PWD Department
Government of NCT of Delhi
I.P. Estate, New Delhi - 110 002

URGENT

OND (brod)

Through: OSD to the Minister

Sub: Seeking relaxation in tender conditions

Sir

This is to the notice of your office that Delhi Government / PWD Department has been disbursing / utilizing funds for contracts / procurements from specified budget heads as part of the full tenders or otherwise.

Funds for the tender projects are also being managed by the Drawing and Disbursement Officer (DDO) of your department under the treasury head of SCSP (Scheduled Castes Sub Plan) while no SC organization or society is involved in this whole process. These budget / treasury heads are in Annexure A.

We are the SC organization registered and seek the relaxation in eligibility criteria for the simple reason that no SC organization has ever been involved so far.

المنظري for the justification of utilization of funds out of SCSP we, hereby submit and offer our role and participation to your office.

Your office is therefore, requested to convey this request to the appropriate agencies and authorities in Delhi Government.

Thank you very much Sincerely yours

Umesh Babu Coordinator / General Secretary Forwarded for further necessary action please.

TSO to Minister

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Annexure "A"

Demand No. 11 – Public works Department (Rs. in Cr)

Budget Head	Scheme Name / Object Head	Actual 2017-18	Budget Estimate 2018-19	Revised Estimate 2018-19	Budget Estimate 2019-20
2210-01-789-93-00-27	Sanjay Gandhi Memorial Hospital at	3.59	5.00	2.50	3.50
	Lal Bahadur Shastri Hospital at				
2210-01-789-92-00-27	7 Khichripur		3.00	3.00	3.50
	Babu Jagjivan Ram Hospital at				
2210-01-789-91-00-27	Jahangirpuri	1.73	2.00	2.00	2.25
	Construction of Building for				
2210-01-789-90-00-27	dispensary/health centre	1.79	3.50	3.00	4.00
	Guru Gobind Singh Hospital at				
2210-01-789-89-00-27	Raghubir Nagar	2.47	3.00	4.00	3.50
4202-01-789-98-00-53	Construction of buildings for schools	63.54	20.00	47.00	20.00
	Construction of Additional Class Rooms				
4202-01-789-9 7 -00-53	in the existing School Buildings	0.00	20.00	40.00	100.00
	Major Addition/ Repairs in the existing				
4202-01-789-96-00-53	School Buildings	0.00	15.00	15.00	15.00
	Total	75.96	71.50	116.50	151.75

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No. 25019/19/2019-PM-II
Government of India
Ministry of Home Affairs
(PM-II Section)

Jaisalmer House, 26, Man Singh Road, New Delhi-110011

5th September, 2019

Subject:- Development of Tatpar Delhi Police app and provision of standardized single mobile platform to other States

Enclosed please find a copy of D.O. No. NeGD/NCoG/25(06)/2019 dated 5/8/2019 on the above subject from Ministry of Ministry of Electronics & Information Technology (MeitY) for guidance, necessary action and follow up please. Best practices (including any governance through technology) may also kindly be placed in one place in the Police Website. Everything needs to be updated please with latest status.

2. Kindly acknowledge and please keep us informed from time to time.

Thanking you,

SS(PWD)V

Fisc

Governo Govern

(S. Shankar)
Director(PM-II)

Telefax:- 011-23384961 Mobile No. 09891534132 Email: sshankar.edu@nic.in

All Home Secretaries / Principal Secretaries (Home) / Additional Chief Secretaries (Home)

All Police Heads

Copy to:- Shri Ajay Sawhney, IAS, Secretary, Ministry of Electronics & Information Technology (MeitY), Electronic Niketan, 6, C.G.O. Complex, New Delhi-110003.

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school

5/9/19



अजय साहनी, आई.ए.एस. AJAY SAWHNEY, I.A.S.

सचिव

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी : िलय

भारत सरकार

Secretary
Ministry of Electronics &
Information Technology (MeitY)
Government of India

D. O. NeGD/NCoG/25(06)/2019- Part II

Date: 5th August, 2019

Dear Lir,

Subject: Development of Tatpar Delhi Police app and provisioning of standardised single mobile platform to other States-reg.

You would be glad to know that Tatpar, a Mobile Application Platform, has been designed and developed by National e-Governance Division (NeGD), MeitY as per the requirements of the Delhi Police. This Mobile App is a first of its kind that has amalgamated 45 applications / services (Annexure-A) on a single platform and is at a mature level for rollout. Some of key services being rolled out under Tatpar include SOS, helpline numbers, filing of e-FIRs, real time Traffic alerts, location-based information and navigation to jurisdictional police station.

2. Tatpar Mobile Application Platform has common functionalities and features and can be easily customized for other States of the country for delivery of Police services. Meity would be happy to provide necessary technical support.

7/8

with regards,

Yours sincerely,

(Ajay Sawhney)

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ရှိShri Rajiv Gauba

Secretary, Ministry of Home Affairs North Block, Central Secretariat New Delhi - 110001

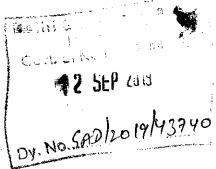
List of Delhi Police services on Tatpar Mobile Application Platform

#	DP Services with description				
1	GIS based navigation to jurisdictional Police Station with contact details of concerned SHO				
-	GIS based navigation to Traffic circle/Pit(where vehicles are				
2	seized/towed and parked) with contact details of concerned TI				
	SOS feature - Click SOS button to send SOS Call with location details and				
	receive emergency support from Delhi Police. A 21 second video is				
3	recorded and sent to Delhi Police directly.				
4	Lost Report App- Lodging of report for lost articles, also the user will receive a digitally signed report				
	Himmat Plus App – A feature to share location and journey details with				
	Delhi Police by scanning the Driver's QR codes (preapproved and provided by Delhi Police to Taxi Drivers). User can update status of journey and				
5	send SOS Call also.				
	Senior Citizen App - Feature to register for Senior Citizen services, where				
	in Police personnel is assigned to the registered Senior Citizen and				
6	becomes a point of contact from Delhi Police, also visits the Senior Citizen regularly ensuring their safety				
-	Theft eFIR App— Lodge FIR online for any theft related to property of any				
7.	type except motor vehicles				
	Motor Vehicle Theft eFIR App- Lodge FIR online for any theft related to				
8	Motor Vehicles				
9	Sashkti Enrollment – Online registration for Self Defence Training camps for Girls				
10	Delhi Police Important Contacts and details of officers				
	Helpline numbers - All helpline numbers like women, anti-corruption,				
	north east etc.				
12	Search for Missing persons in Delhi Police database				
13	Search for Un-Identified persons found in Delhi Police database				
14	Search for Missing/Stolen mobiles in Delhi Police database				
15	Search for Unidentified dead bodies found in Delhi Police database				
16	Search for Stolen vehicle in Delhi Police database				
17	Search for Un-claimed vehicle in Delhi Police database				
18	Complaint Status App				
19	Complaint Lodging App				
20	Police Clearance Certificate – Apply for clearance certificate from Police				
21	Real time Traffic Advisories				

List of Delhi Police services on Tatpar Mobile Application Platform

#	DP Services with description				
	GIS based navigation to jurisdictional Police Station with contact				
-					
2	, , , , , , , , , , , , , , , , , , ,				
	SOS feature - Click SOS button to send SOS Call with location details and				
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6	Senior Citizen App – Feature to register for Senior Citizen services, where in Police personnel is assigned to the registered Senior Citizen and becomes a point of contact from Delhi Police, also visits the Senior Citizen regularly ensuring their safety				
7.	Theft eFIR App- Lodge FIR online for any theft related to property of any type except motor vehicles				
8	Motor Vehicle Theft eFIR App — Lodge FIR online for any theft related to Motor Vehicles				
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9	Sashkti Enrollment – Online registration for Self Defence Training camps				
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9 10 11	Sashkti Enrollment – Online registration for Self Defence Training camps for Girls Delhi Police Important Contacts and details of officers Helpline numbers – All helpline numbers like women, anti-corruption.				
9 10 11 12	Sashkti Enrollment – Online registration for Self Defence Training camps for Girls Delhi Police Important Contacts and details of officers Helpline numbers – All helpline numbers like women, anti-corruption, north east etc. Search for Missing persons in Delhi Police database				
9 10 11 12 13	Sashkti Enrollment – Online registration for Self Defence Training camps for Girls Delhi Police Important Contacts and details of officers Helpline numbers – All helpline numbers like women, anti-corruption, north east etc. Search for Missing persons in Delhi Police database Search for Un-Identified persons found in Delhi Police database				
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9 10 11 12 13 14 15 16 17 18 19	Sashkti Enrollment – Online registration for Self Defence Training camps for Girls Delhi Police Important Contacts and details of officers Helpline numbers – All helpline numbers like women, anti-corruption, north east etc. Search for Missing persons in Delhi Police database Search for Un-Identified persons found in Delhi Police database Search for Unidentified dead bodies in Delhi Police database Search for Stolen vehicle in Delhi Police database Search for Un-claimed vehicle in Delhi Police database Complaint Status App				

परमेश्वरन अय्यर Parameswaran Iyer



2 SEP 2019

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09th September 2019

Dear Shri Dev

This is a continuation to my previous letters of 24th August, 31st August and 5th September 2019, on your State's preparedness to successfully organize the Swachhata Hi Seva 2019 campaign.

2. You are aware that the theme of this year's Swachhata Hi Seva (SHS) is Plastic Waste Management. To reiterate the timelines, the campaign has three parts:

• From 11th September to 1st October: Large scale awareness for plastic waste management, as well as general shramdaan for swachhata

• 2nd October: National mass shramdaan to collect plastic waste

• From 3rd October till 27th October (Diwali): The collected plastic waste will then be effectively recycled and disposed

The States and Districts are to lead this campaign.

As you know, the Prime Minister has written individual letters to Sarpanches and Swachhagrahis to lead the jan andolan on the ground. All letters are presently being emailed to District Collectors, who are requested to print the letters for the intended recipients and ensure the delivery of the same. Additionally, on 11th September i.e. the first day of the SHS campaign, the Sarpanch (or the Sarpanch equivalent in your State) may read out this letter in an open meeting (Gram Sabha) and initiate community-led plastic waste management activities. You may also ensure that all GPs organize a public screening of the Prime Minister's speech at the launch event at the said Gram Sabhas. The speech will be telecast live on Doordarshan at 11am on 11th September. A separate communication to District Collectors is also being made in this regard.

In continuation of my letter to you on 24th August 2019, I would also like to reiterate that the District Collector shall be the nodal authority to coordinate all SHS 2019 activities in their districts, and may personally lead the campaign and ensure that all GPs perform intensive shramdaan on 2nd October for plastic waste collection. They may also coordinate with the municipal corporations in their district for the safe disposal of their collected waste.

All the collected waste may be aggregated at block, district centres or Urban Local Body (ULB) centres. The Collectors are to ensure the segregation of the collected waste into recyclable and non-recyclable plastic waste. This may then be safely disposed through recyclers and aggregators in ULBs, in road construction, and in cement kilns, all of whom have received instructions from their respective nodal Ministries.

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13/9/19

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- 4. I request you to appoint a nodal officer from your State, of the rank of Secretary/Principal Secretary, to coordinate all SHS 2019 related activities and the transportation of the collected plastic waste for disposal, with the following key Ministries:
- Ministry of Road Transport and Highways (NHAI, NHIDCL) to use plastic waste in road construction across your State
- Department for Promotion of Industry and Internal Trade to use plastic waste in cement kilns
- Ministry of Rural Development to use plastic waste in rural roads under Pradhan Mantri Gram Sadak Yojana
- 5. Additionally, the nodal officers may also coordinate with other Ministries for collection of plastic waste, like Ministry of Railways and Ministry of Panchayati Raj. Please share the details of your nodal officer with the nodal officers of this Department:
- 1) Shri Arun Baroka, Additional Secretary, DDWS (arun.baroka@nic.in, +91-9818104079)
- 2) Shri Dhiraj Singh, Director, DDWS (dhiraj.s70@gov.in +91-9999996104)
- 6. In my letter to you on 31st August 2019, we had shared suggestions for rolling out massive Information, Education and Communications (IEC) and mass/mid media campaigns. I am also reattaching the two Annexures with these suggestions and collaterals for your ready reference to pass on to Districts as well.
- 7. Lastly, I request you to ensure that all your districts upload their action plans for SHS 2019 immediately, and report progress on a regular basis on all phases of the campaign on the following portal: https://swachhbharatmission.gov.in/SHS2019/
- 8. I urge you to personally lead the cause and look forward to great mobilisation on the ground under your leadership for making SHS 2019 a successful jan andolan.

Regards,

Yours Sincerely

Parameswaran Iyer

Shri Vijay KumarDev

Chief Secretary Government of NCR of Delhi Delhi mass movement but at the same time we have to think of the alternate systems. I will request all shopkeepers along with many sign boards in your shop please also put another one exhorting customers not to use plastic bags; that they should instead bring their own cloth bags or buy cloth bags for carrying their goods. Let us create an environment. We generally give gifts to people on Diwali. Why not pack those gifts in cloth bags this year and every time? If people go to market with cloth bags, that will be an advertisement for your company too. If you give a diary or calendar nothing will happen. But if you give a bag, that will be a medium af your advertisement. It should be a jute bag. It will help farmers. The cloth bag will help famers. These are all small things. It will help poor widows who are into sewing. Our small steps can change the lives of ordinary people and we have to work towards that.

Relevant lines from Mann Ki Baat (25th Aug, 2019) which can be adapted for spots purpose (30 seconds to 1 minute spots).

- 1. You may remember that for the last few years, we have been running a countrywide campaign 'Swachchata Hi Sewa', 'the quest for cleanliness is service', around a couple of weeks before the 2nd of October. This time around it will commence on the 11th of September. During this period, all of us will move out of home, donating toil & sweat through 'Shramdaan', as a 'Karyanjali' to Mahatma Gandhi. Home or the neighbourhood lane, street circles, crossings, or drains, schools and colleges ... we have to involve ourselves in a Mega campaign of ensuring cleanliness at public places. This time our emphasis must be on plastic.
- 2. This year, on the 2nd of October, when we celebrate Bapu's 150th birth anniversary, we shall not only dedicate to him an India that is Open Defecation Free, but also shall lay the foundation of a new revolution against plastic, by people themselves, throughout the country. I appeal to all strata of society, residents of every village, town & city, take it as a prayer with folded hands; let us celebrate Gandhi Jayanti this year as a mark of our plastic free Mother India.
- 3. Let us celebrate 2nd October as a special day. Let us celebrate Mahatma Gandhi's birth anniversary as a special 'Shramdaan' Festival, where everyone will donate one's own labour. I urge all municipalities, municipal corporations, District Administration, Gram Panchayats, Government & non Governmental bodies, organizations; in fact each & every citizen to work towards ensuring adequate arrangement for collection & starage of plastic waste. I also appeal to the carparate sector to came out with ways & means proactively for appropriate dispasal of all accumulated plastic. It can be recycled; it can be transformed into fuel. This way we can accomplish aur task af ensuring safe disposal of plastic waste before this Diwali. All that is needed is a resolve. And for inspiration, there's no need to look hither- tither; what can be a greater inspiration than Gandhi?

Excerpts from PM's Independence Day speech (15th August, 2019) (30 seconds to 1 minute spots).

- 1. I had spoken about Swachhata in 2014 from this Red Fort. I am confident that within next few weeks of 2019 itself India will declare itself Open Defecation Free. States, Villages, Municipalities, Media, everyone has started Mass-Mavement regarding ODF. The government was nowhere to be seen, people participated in the mass movement and the results are quite evident. My dear countrymen, I would like to put forward a small request to you. On this 2ndOctober can we make India free from single- use plastic? Let us move around, form teams and move out from home, school, college. Remembering revered Bapu, we should move out of home collecting single-use plastic from homes, streets, chowks, and drains. Municipalities, Municipal corporations, Gram Panchayat should make arrangements to collect single-use plastic. Can we take first big step on 2 October, towards making India free from single-use plastic?
- 2. Come my countrymen, let us take this forward. I will request start-up organizations, technicians and entrepreneurs to see what we can do to recycle this plastic? Plastic is being used in making highways. Many such remedies can be there. But to get rid of such problems we have to initiate

List of AV contents for Swachchhata Raths and other media at state and district levels:

- 1. https://www.youtube.com/watch?v=FETjn3IKBXc (PM Speech, 15th August)
- 2. https://www.youtube.com/watch?v=v5X3 P-LdP8 (Source: MoEFCC)
- 3. https://www.youtube.com/watch?v=NeUYG3j9ZNA (Source: MoEFCC)
- 4. https://www.youtube.com/watch?v=0YmDqUf8IsA (Source: MoEFCC)
- 5. https://www.youtube.com/watch?v=-DEc16dEMns (Source: UN environment)
- 6. https://www.youtube.com/watch?v=IA9O9YUbQew (Source: WWF)

Subject: INCUMBENCY STATEMENT

To: rcoop@nic.in, ps2cfs@gmail.com, pshome@nic.in, sgad@nic.in, secservices@nic.in, pspwd@nic.in, pspower@nic.in, pshealth@nic.in, senv@nic.in, psud@nic.in, chairmandsssb.delhi@nic.in, secyedu@nic.in, divcom@nic.in, cmd.dtc@delhi.gov.in, ceodelhi.djb@nic.in, ctt.delhi@nic.in, delhishelter@gmail.com, cexcise@nic.in, commtpt@nic.in, labcomm.delhi@gmail.com, cdevlop@nic.in, dagri@sansad.nic.in, diredu@nic.in, buildingland22@gmail.com, cfss.delhi@nic.in, dvigil@nic.in, dutcs@nic.in, slaw@nic.in, psfin@nic.in, dsw@nic.in, dirtte.delhi@nic.in, dtehedu@gmail.com, secyit@nic.in, pssw@nic.in, comind@sansad.nic.in, scstsecretary@gmail.com, wcd@nic.in, secyart@nic.in, commissioner-sdmc@mcd.gov.in, commissioner-edmc@mcd.gov.in, commissioner-ndmc@mcd.gov.in, chairperson@ndmc.gov.in, cmd@dtc.nic.in, csdelhi@nic.in, directordlp2014@gmall.com, mddsiidc@gmail.com, dvigil@nic.in, ambdl@nic.in, md@delhitourism.gov.in, secretary@ndmc.gov.in, pstechedu@nic.in, jdplg@nic.in, rgupta@nic.in, pwdhqdelhi@gmail.com, tourism.gnctd@gmail.com, director.dlfire@nic.in, apccfgnctd@gmail.com, ceo_delhi@eci.gov.in, pshealth@nic.in, secyedu@nic.in, cdevlop@nic.in, dsw@nic.in, wcd@nic.in, secyart@nic.in, sgad@nic.in

Date: 08/28/19 06:45 PM

From: "S.N. Misra" <ssservices.delhi@nic.in>

statement.jpg (280kB)

INCONVENIENCE IS REGRETTED.

kindly find attachment for further necessary action

Services-I

--- statement.jpg

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI SERVICES DEPARTMENT (SERVICES-I BRANCH) * DELHI SECRETARIAT, 7TH LEVEL, 'B' WING, I.P. ESTATE, NEW DELHI – 110002 (http://services.delhigovt.nic.in)

No.F.55/66/2017/S-I/3325

Dated 20/2019

To,

The All HOD's Govt. of NCT of Delhi, Delhi.

Sub: Providing Incumbency Statement alongwith copy of Sanction Order(s) in respect of Grade-I (DASS) officers.

Sir / Madam,

I am directed to request you to intimate this Department about the status of sanctioned, filled & vacant posts of Grade-I (DASS) in your department in the format given below:

SI. No.	Sanctioned Post	Filled	Vacant	Sanction Order No. / .Date

It is also requested that <u>a copy of sanction order(s)</u> in respect of Grade-I (DASS) may also be provided and the requisite information may kindly be furnished within a week time positively.

Yours faithfully,

(Ashwani Kumar Mehta) Dy. Secretary-I (Services)



GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI GENERAL ADMINISTRATION DEPARTMENT 2ND LEVEL, A WING: DELHI SECRETARIAT I P ESTATE: NEW DELHI-110002

F. No. 53/317/CTB/CN/2019/ 3460-3478

Dated: 03.09.2019

ORDER

A campaign named "10 Hafte, 10 Baje, 10 Minute" against spread of Dengue and Chikungunya has recently been launched by Hon'ble Chief Minister, Delhi, with an objective to control and prevent the outbreak of Dengue and Chikungunya through public participation.

Hon'ble Chief Minister has now desired that this Campaign should not only be followed by the public but also be extended to all Delhi Government offices/establishments/institutions including local/autonomous bodies/schools/colleges/hospitals etc.

In view of above, all employees of Delhi Government including contractual employees are hereby directed to:

1. Check their houses and surroundings on every Sunday at 10 am till 15th November to ensure that no mosquito breeding is taking place.

To participate in this cleanliness drive and check their respective office premises at 11 AM on every Friday till 15th November.

concerned ΑII Pr. Secretaries/Secretaries/HODs all Delhi Government Departments/Offices/Establishments/Institutions including Local Bodies/Autonomous Bodies/PSUs/Schools/Colleges/Hospitals etc. shall ensure the participation of all concerned Government well as contractual. employees within their respective departments/offices/institutions etc. in the aforesaid drive at 11 AM on every Friday till 15th November.

Further, all Delhi Government Departments/Offices/Establishments/Institutions including Local Bodies/Autonomous Bodies/PSUs/Schools/Colleges/Hospitals etc. shall appoint a Nodal · Officer for each of their respective Organisations/Office premises/Institutions etc. for effective coordination in this ongoing drive against spread of Dengue and Chikungunya.

This issues with the approval of the Competent Authority.

(M. A. ASHRAF) SPL. SECRETARY (GAD)

- The Addl. Chief Secretary, Home/Planning/Finance Department, GNCTD. New Delhi
- The Pr. Secretaries/Secretaries/HODs, Govt. of NCT of Delhi, Delhi/New Delhi
- 3. Heads of all Autonomous Bodies & Public Sector Undertakings, GNCTD, New Delhi
- 4. Heads of all Local Bodies, Delhi/New Delhi.

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- The PS to Pr. Secretary to Lt. Governor, Raj Niwas, Delhi.
- The Addl. Secretary to Chief Minister, Delhi Secretariat, New Delhi
- The Secretary to Dy Chief Minister, Delhi Secretariat, New Delhi
- The Secretary to Minister, Labour, Delhi Secretariat, New Delhi
- 5. The Secretary to Minister, Health, Delhi Secretariat, New Delhi.
- 6. The Secretary to Minister, Food & Supply, Delhi Secretariat, New Delhi.
- 7. The Secretary to Minister, Social Welfare, Delhi Secretariat, New Delhi.
- 8. The Secretary to Minister, Transport, Delhi Secretariat, New Delhi.
- 9. The OSD to Chief Secretary, Delhi Secretariat, New Delhi.