

OFFICE OF THE DIRECTOR GENERAL OF PRISONS
[GOVT. OF NCT OF DELHI]
PRISONS HEADQUARTER, CENTRAL JAIL TIHAR, JANAKPURI:
NEW DELHI

F.18(78)/Estt./CJ/PHQ/Misc-clrc/2022/5574

Dated: 13/08/2025

Sub: Forwarding Circular/letters/Orders.

The copy of under mentioned letter/Circular/ is forwarded herewith for information and necessary action:-

Sl. No	Received from	Regarding	Pertain to
1.	Section officer (Home-Admin)	Regarding Correspondence with DOV, CVC etc on Vigilance and disciplinary matter	All SCJ's (Tihar/ Rohini and Mandoli)
2	Section officer (Home-Admin)	Submission of files in electronic mode (e-office) only.	All SCJ's (Tihar/ Rohini and Mandoli)

Encl: As above

(906)
OIC (Estt. Branch-I)

To

1. All Jail Superintendents (Tihar, Rohini and Mandoli)
2. SSA (IT Branch), PHQ to upload the same on website
3. Guard File.

IT-RC-PHQ
Diary No. 7378
Date 14/8/25

Adarsh
18.08.25

Teek. q (IT)

Sushol
18.08.25

H.W. (upload on the website)

F.1/21/25/Home-Admin./1209-15

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATOIN BRANCH: HOME DEPARTMENT,
5th LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI

Dated- 30/07/2025

To,

✓ The Director General (Prison), Prison Deptt Govt. NCT of Delhi, Central Jail, Lajwanti Garden, New Delhi	The Director, Directorate of Prosecution, Prosecution Deptt Govt. of NCT of Delhi, Tis Hazari Complex, Delhi.
The Pr. Director, Delhi Fire Service (HQ), Govt. of NCT of Delhi, Connaught Place, New Delhi	The Pr. Director (FSL) FSL Deptt Govt. of NCT of Delhi, Madhuvan Chowk, Sector - 14, Rohini New Delhi
The Director General (Home Guard) DG Home Guards Govt. of NCT of Delhi, Raja Garden New Delhi.	The Section Officer (GAD) 2nd Floor, A-Wing, Delhi Sectt. New Delhi-110002
All Section Officer, Home Department, Delhi Secretariat, New Delhi-110002	

Sir,


Please find enclosed herewith, a copy of letters/Circulars as mentioned below, for information and necessary action, if any.

Circular/Order/Letter No. & Date	Subject
✓ F.9(18)/2023/CC/PLQ/7362 Dated-08.07.2025	Implementation of e-Sparrow portal for Planning & Statistical Cadre, Govt. of NCT of Delhi.
✓ F.No.33/294/2022/H-III/312 Dated-13.06.2025	Regarding correspondence with DOV, CVC etc on vigilance and disciplinary matter.
✓ PS/Pr. Secy.(Home)/2025/5682 Dated-18.07.2025	Submission of files in electronic mode(e-office) only.

Bmm
Section Officer (Home-Admin)

Copy for information:-
1. Guard file.

R&I SECTION
(PHQ) TIHAR N.D.
Dak Received 3670/
Dated...05/8/25...

Sc JLVig. / Secy H-1

Director General (Prison)

SSA
AD (Cell)
DS (Prison)
O/S E-1
5/8/25
DR/MS/Prison

OFFICE OF THE PRINCIPAL SECRETARY (HOME)
GOVERNMENT OF NCT OF DELHI
(HOME DEPARTMENT),
DELHI SECRETARIAT, NEW DELHI - 110002
Email: pshome@nic.in; Tel: 011-23392061

PS/Pr.Secy.(Home)/2025/5682

Dated :18.07.2025

Sub: Submission of files in electronic mode (e-office) only.

It has been observed by the Pr. Secretary (Home) that most of files are being submitted to the Pr. Secretary (Home) in physical mode. Whereas, it was conveyed to the Senior Officers that from 01.07.2025 onwards all the matters would be submitted to the Pr. Secretary (Home) only through the e-Office.

I am directed to remind all the Senior Officers i.e. Special Secretary / Additional Secretaries / Joint Secretary / Deputy Secretary of Home Department that henceforth all matters/files shall be submitted to the Pr. Secretary (Home) only through the e-Office.

Files sent in physical form will not be accepted in the O/o Pr. Secretary (Home).

(Anand Gautam)
PPS to Pr. Secy.(Home)

Special Secretary / Additional Secretaries / Joint Secretary / Deputy Secretary

PS/Pr.Secy.(Home)/2025/

Dated : 18.07.2025

Copy to:

1. All branches of Home Department through respective Deputy Secretaries.

Pls. circulate
to all branches as
well.

SO (Admin)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
HOME-III DEPARTMENT

5th Level, 'C' Wing, Delhi Secretariat, I.P.Estate, New Delhi

F.No.33/294/2022/H-III/312

Dated: 13/06/2025

To,

The Joint Secretary (Home-I)
Administrative Branch
Home Department
Delhi Secretariat, New Delhi.

Joint Secretary (Home)
Diary No. 1528/2
Dated 19/6/25

Sub: Regarding correspondence with DOV, CVC etc on vigilance and disciplinary matter.

Sir,

Principal Secretary (Home) has directed that any reply to DOV on matter relating to line wing using of Home viz Delhi Prison, Delhi Fire Services, DOP, FSL & Home Guards shall only go through the Home department and line wings shall not directly correspond with DOV, CVC etc on vigilance and disciplinary matter. Further, Principal Secretary (Home) has also directed to issue direction in this regard by the Administration wing of Home Department for strict compliance by all. (Copy of Notesheet enclosed.)

Encl: As above

Joint Secretary (Home)
Diary No. _____
Dated _____

Yours Sincerely

Deputy Secretary (Home-FSL)

DS(H Admin)

Pls. P.U.
19/06/25

885/H.Ahs
19/06/25

SO (Admin)
19/06/25
SA

D

F.1/21/25/Home-Admin./1209-15

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE BRANCH: HOME DEPARTMENT,
5th LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI

Dated- 30/07/2025

To,

✓ The Director General (Prison), Prison Deptt Govt. NCT of Delhi, Central Jail, Lajwanti Garden, New Delhi	The Director, Directorate of Prosecution, Prosecution Deptt Govt. of NCT of Delhi, Tis Hazari Complex, Delhi.
The Pr. Director, Delhi Fire Service (HQ), Govt. of NCT of Delhi, Connaught Place, New Delhi	The Pr. Director (FSL) FSL Deptt Govt. of NCT of Delhi, Madhuvan Chowk, Sector - 14, Rohini New Delhi
The Director General (Home Guard) DG Home Guards Govt. of NCT of Delhi, Raja Garden New Delhi.	The Section Officer (GAD) 2nd Floor, A-Wing, Delhi Sectt. New Delhi-110002
All Section Officer, Home Department, Delhi Secretariat, New Delhi-110002	

Sir,


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Bmr
Section Officer (Home-Admin)

Copy for information:-
1. Guard file.

R&I SECTION
(PHQ) TIHAR, N.D.
Dak Received 3670
Dated... 05/8/25

Sc J Vig. / Secy H-1

Director General (Prison)

SCA
AD (clg)
DSE (Vig)
O/E-1
5/8/25
DR M S / H-1

72/n
402 (from pre-pagy

214 Draw reply to my page 211/n
still to bring quickly.

~~JS Home - II~~

215. Pl. take away
Bosene's with 30/5
JS

✓ cc JS Home - I
[fr avar to pms
212/n & 213/n]

30/5

~~AS(14)~~

~~DS(FSL)~~

Put up with.

~~30/11/15~~

04/15

Original

2/6. 80(1/15)

~~ASTY~~

Computer

71/N.

211)

Put up draft reply to DOV as
at para 210/NF read with
notings at pre-para from
para 206/NF onwards.

212)

Any reply to DOV on the
relating to Wre wings & Hoi
viz belu pdaam, belu fin to
DOP, FSL & Home Guard sh
only go through the Home dep
and Wre wings shall not d
Correspond with DOV, CRC etc
on vigilance & draw up way me
bypassing the Home dept. A
direction in this regard sh
be issued by the Administration
w/ & Home dept for strict
compliance by all.

213)

Further, the Wre & pdaam
reference for DOV, CRC, etc
MHA etc on vigilance &
draw up way matter, pdaam
in all fire line wing &
Home dept sh be compiled
(incl the time-period from the
first reference, action taken & f
orig) & submitted to my person
on or before 5/6/25 (Thursday)
Administration wing sh take
action on para 212/NF &
213/NF as directed.