

GOVERNMENT OF N.C.T. OF DELHI
OFFICE OF THE DIRECTOR GENERAL OF PRISONS
ACCOUNT BRANCH, PRISION HEADQUARTER,
JANAKPURI, NEW DELHI-110064

NO.7(107)/Misc./2025-26/153

Dated:- 18/6/26

CIRCULAR

1. All officer/officials of this department are hereby informed that Delhi Government has introduced a scheme 'Incentive for utilization of Common Mobility Card for Public Transport by Govt. Employees of GNCTD'.
2. As per the scheme ' If an employee of GNCTD utilizes at least 25% of their monthly Transport Allowance (TA) excluding Dearness Allowance (DA), towards the purchase/recharge of a valid Common Mobility Card of DTC for official commuting purchase, the employee shall be eligible for an incentive @10% of admissible Transport Allowance (TA).
3. All interested officers/officials are requested to submit their consent in a given proforma to their respective D.D.O's latest by 22.06.2026 to initiate process for implementation of the scheme. The details can be viewed using link @ <https://ifms.delhi.gov.in/commonMobilityCard.html/>.
4. Camp site for issuance of NCMC Cards will be DM (West Office) on **24th & 25th June 2026**. Employees may approach at camp location with the following documents:-
 - a) Employee Code/Pay Pin
 - b) Aadhar Card.
 - c) Active Mobile Number.


DCA/Nodal Officer

NO.7(107)/Misc./2025-26/

Dated:-

Copy for information to:-

- 1) S.O to D.G(Prisons)
- 2) P.A to A.I.G(Prisons)/D.I.G.(P)/D.I.G.(Mandoli)
- 3) Superintendent (PHQ) I/H.O.O.
- 4) Superintendent (MPHQ)/D.D.O./CJ-10, CJ-11, CJ-12,CJ-13,CJ-14,CJ-15 & CJ-16.
- 5) All Superintendent Tihar CJ-1 to CJ-8/9.
- 6) D.D.O.(PHQ) & All Jails.
- 7) All Branches (PHQ)
- 8) System Analyse PHQ to upload the same on Department Website.

IT Br PHQ
Diary No. 699
Date 18/6/26


19.06.26

Grantam (upload on the Website)

Time Bound

To be submitted
by 22.06.2026

**Proforma for Incentive for utilization of Common Mobility Card for Public
Transport by Government Employees of GNCTD.**

S.No.	Description	Details
1.	Name of Employee	
2.	Employee Code/Pay Pin	
3.	Designation	
4.	Whether interested to adopt the scheme	Yes / No

(Signature)

Name of the Officer/Official
Designation

To

D.D.O.