

GOVERNMENT OF N.C.T. OF DELHI
OFFICE OF THE DIRECTOR GENERAL OF PRISONS
ESTABLISHMENT BRANCH-I, PRISON HEADQUARTER,
JANAK PURI: NEW DELHI-110064

F.No.18(41)/Estt/PHQ/2022/CD-3701425 3727-37

Dated: 26/5/25

CIRCULAR No:- 07/2025

Subject:- Timely submission of proposals relating to Delhi Prison-reg

It has been observed that various proposals pertaining to Delhi Prisons i.e. Parole Cases, Remission Cases and other related matters are not being submitted in a timely manner. This delay hampers the proper and thorough examination of these sensitive proposals.

It is, therefore, directed that all such proposals must be submitted to the Home Department, GNCTD at least one week in advance to enable adequate examination and appreciation of the facts involved.

All concerned officers/officials are hereby directed to ensure strict compliance with the above instructions. Any deviation will be viewed seriously.

This issues with the approval of D.G. (Prisons).

R. Singh

SUPERINTENDENT-I
(PRISON HEADQUARTER)

F.No.18(41)/Estt/PHQ/2022/CD-3701425 3727-37

Dated: 26/5/25

Copy forwarded for information and necessary action:-

- 1) Superintendent (PHQ) - I, II & III/ Superintendent (MPHQ).
- 2) All Superintendents/H.O.O(Tihar/Rohini/Mandoli) with the direction to bring the contents of this circular into the notice of the staff posted in your respective Jails and the dealing assistants.
- 3) RMO (Tihar/Mandoli) with the direction to bring the contents of this circular into the notice of the staff posted in your respective Offices.
- 4) PS to DG (P)/S.O. to DG (P)/ PA to Addl. I.G./PA to DIG (P)/PA to DIG(M)
- 5) Deputy Superintendent (Vigilance), PHQ
- 6) All Branch In-Charges (PHQ & MPHQ) with the direction to bring the contents of this circular into the notice of the staff posted in your respective Branches.
- 7) All Section Officer (PHQ, CJ-01 to CJ-16, MPHQ, RMO(T), RMO(M))
- 8) System Analyst, PHQ with the request to upload this circular on Department website.
- 9) All Dealing Assistants working in PHQ/MPHQ through concerned Branch In-Charges
- 10) Guard file

R. Singh

SUPERINTENDENT-I
(PRISON HEADQUARTER)

Madhu
27.05.25

Dr. Sushant
27.05.25
na. (upload same on the website)

