

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

F.16(660)/Estt/CJ/2011/CD-003692528/8127-36

Dated: 02-12-2025

ORDER

The Provision Branch (PHQ) is divided into two parts i.e. Provision Branch-I (PB-I) and Provision Branch-II (PB-II). Further, The work allocation between Provision Branch-I (PB-I) and Provision Branch-II (PB-II) is as detailed below:-


1) PROVISION BRANCH-I (PHQ):-

- a) All matters related to the procurement, service, AMC of Non-Dietary items/articles, Medical items/articles & imprest/office expenses in Prison Department.
- b) All matters related to the procurement of articles/items for factory in Prison Department.
- c) Payment of bills related to the Non-Dietary items, Medical items/articles & items for Factory.
- d) Any other work assigned by Competent Authority.

2) PROVISION BRANCH-II (PHQ):-

- a) All matters related to the procurement of Dietary items/articles in Prison Department.
- b) Payment of bill related to the Dietary items.
- a) Any other work assigned by Competent Authority.

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



(ADITYA KUMAR ASTHANA)
SUPERINTENDENT-I (PHQ)

F.16(660)/Estt/CJ/2011/CD-003692528/8127-36

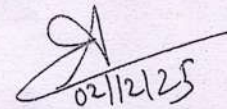
Dated: 02-12-2025

Copy forwarded for information & necessary action:-

- 1) Superintendent (PHQ) – I, II & III/ Superintendent (MPHQ).
- 2) All Jail Superintendents (Tihar/Rohini/Mandoli)
- 3) DCA, Delhi Prisons
- 4) RMO (Tihar/Mandoli)
- 5) All Branch In-Charges (PHQ/MPHQ)
- 6) D.S. (Mainstore), PHQ
- 7) Assistant Director (IT), PHQ with the request to upload on the Department Website.
- 8) PS to DG (P)/S.O. to DG (P)/ PA to Addl. I.G./PA to DIG (P)/PA to DIG(M)
- 9) Guard file

LT. R. PHQ
Diary No. 8445
Date 3/12/25

my adho
04.12.25
WCG



(ADITYA KUMAR ASTHANA)
SUPERINTENDENT-I (PHQ)