

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-circ/2022/6357-59

Dated: 22/09/2025

Sub: Forwarding of Orders.

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

Sl. No	Received from	Regarding	Pertain to
1.	Special Secretary (Services)	Regarding prior intimation of Leave of Senior officer.	All SCJ's (Tihar/ Rohini and Mandoli)

Encl: As above

OIC (Estt. Branch-I)

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

AD(IT)

TO (IT)
Susho
23.09.25

H.W. (upload on the website)

Yugho
23.09.25

LT Bc PHQ
Diary No. 7782
Date 22/9/25

4106

F.1/21/25/Home-Admn./ 45+ - 72,
GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATOIN BRANCH: HOME DEPARTMENT,
5th LEVEL, C-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI

Diary No. 6348 Date 18-09-25
Estt. Branch, P.H.Q., Central Jail,
Tihar, New delhi-64

Dated: 12/09/2025

(THO) TH-1 N.D.
Recd. Receipt No. 416293
Date 17/09/25

Director General (Prison), Prison Deptt Govt. NCT of Delhi, Central Jail, Lajwanti Garden, New Delhi	Director, Directorate of Prosecution, Govt. of NCT of Delhi, Tis Hazari Complex, Delhi.
Pr. Director : Delhi Fire Service (HQ), Govt. of NCT of Delhi, Connaught Place, New Delhi	Pr. Director (FSL), Govt. of NCT of Delhi, Madhuvan Chowk, Sector -14, Rohini New Delhi
Director General (Home Guard), Directorate General of Home Guards, Govt. of NCT of Delhi, Raja Garden New Delhi.	

Sir,

Please find enclosed herewith, a copy of letter(s)/Circular(s) as mentioned below, for information and necessary action, if any.

Circular/Order/Letter No. & Date	Subject-regarding:-	
No.F.02(01)/2025/CAM/T-I/PrAO/284-295 DL11/08/2025 Received from Controller of Accounts, GNCTD.	Declaration of Pay & Account Office-13 as " PAO-Cyber Treasury" for SNA SPARSH Model -Just -In-Time release of Centrally Sponsored Scheme (CSS) Funds.	DCA
No.F.11/01/2025-26/UTCS/Sevottam Cell/5285 dated 29/07/2025 received from Assistant Director (Sevottam Cell) UTCS, GNCTD.	Request for nomination of " Grievance Officers" and Officials dealing with Public/Complaints , for one day training on 22.08.2025 and 27.08.2025 under SEVOTTAM Scheme.	Ting
P.N.10/558/Comd./LG/CM/CS/2021/08163702 5/1656-1659 dated 10/08/2025 received from Special Secretary, Services, GNCTD.	Regarding Prior intimation of leave of Senior Officers.	Ext-T
P.N. 12/01/2025/PFMS/FIN(B)/2024-25/1616-1617 Dated 12/08/2025 received from Director, Budget Division , Finance Department, GNCTD.	"Just-in-Time" release of Centrally Sponsored Scheme (CSS) funds through e-kuber platform of Reserve Bank of India (RBI)	DCA
Nr. P-4(4)/2024/Pig./DES/Part File/4099-4101 dated 18/06/2025 received from Joint Director, DIB, Of Economics & Statistics, GNCTD.	Sustainable Development Goals (SDGs)- Delhi Indicator Framework Status Report (SIF) 2024	Handwritten/Statistical
No. Min.Fm/2025/3535-90 dated 21/08/2025 received from M.G. Sathya , OSD to Minister, GNCTD.	Monthly Submission of Departmental Achievements.	"
P.N: 12/01/2025/PFMS/FIN(B)/2024-25/1602-1603 Dated 11/08/2025 received from Finance Department, GNCTD.	"Just-in-Time" release of Centrally Sponsored Scheme (CSS)funds through e-kuber platform of Reserve Bank Of India.	DCA
File dated 02/09/2025 received from psters- Home along with a copy of letter dated 11/06/2025 received Deputy Secretary/Link.	Regarding organizing various Hindi competitions on the occasion of Hindi Diwas 2025-26	Hindi Ccd

4892

Mail dated 01/09/2025 received from Planning Department, GNCTD,	ATR on Pending points of 4 th National Conference of Chief Secretaries
Letter dated F.No. FIN-SRDO33/2/2025-SRD-FD-Part (2) dated 02/09/2025	Preparation of Five Year Capital Investment Plan for infrastructural Development project of Delhi-Reg.
No.F.18(242)/2025-26/Monit/Plg/8126-8172 receive from Dy. Director (Planning)	Revised-Estimates 2025-26 and Budget Estimates 2026-27 of Schemes/Programmes/Project

Section Officer (Home-Admn.)

Copy for information:-

1. PPS to Pr. Secretary (Home), Govt. of NCT of Delhi
2. Spl. Secretary (Home), Govt. of NCT of Delhi
3. Additional Secretary I & II (Home, Govt. of NCT of Delhi
4. Joint Secretary I & II (Home), Govt. of NCT of Delhi
5. All Deputy Secretaries of Home Department, GNCT of Delhi
6. Guard file.

45-11/2300
25-8-35
Date
CH/MS

2627/m
24/08/25

OFFICE OF THE PR. SECRETARY (SVC)

6959 20/08/25

4886

GOVERNMENT OF NCT OF DELHI
SERVICES DEPARTMENT: COORDINATION BRANCH
DELHI SECRETARIAT, 5th LEVEL, 'A' WINGH
I.P. ESTATE, NEW DELHI-110002.

F.No. 10(455)/Coord./LG/CM/CS/2021/081637025/ 1656-1659

Dated: 20/08/2025

ORDER

Sub: Regarding prior intimation of Leave of Senior Officers.

The Competent Authority has directed that all Addl. Chief Secretaries/Pr. Secretaries/Secretaries/HoDs of Government of NCT of Delhi will give prior intimation to the Hon'ble Ministers incharge of their department(s) about proceeding on leave of any kind including Casual Leave.



(Dr. Ajay Kumar Bisht, IAS)
Special Secretary (Services)

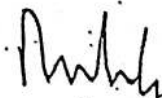
SS(H) - on leave
AS
All Addl. Chief Secretaries/
Pr. Secretaries/Secretaries/HoDs,
of Govt. of NCT of Delhi.

F.No. 10(455)/Coord./LG/CM/CS/2021/081637025/ 1656-1659

Dated: 20/08/2025

Copy for information to:-

1. Secretary to the Hon'ble Chief Minister, Delhi.
2. Secretaries to all Ministers, Delhi.
3. Staff Officer to Chief Secretary, Delhi



(Dr. Ajay Kumar Bisht, IAS)
Special Secretary (Services)

AS admin
24/08/2025

22/08/25
SO (Admin)

MS DA