

C I R C U L A R

**By Speed Post
RTI MATTER
MOST IMMEDIATE
TIME BOUND**

**DEPARTMENT OF SOCIAL WELFARE
GOVT. OF N.C.T. OF DELHI
GLNS COMPLEX : DELHI GATE : DELHI-110002
(RTI CELL)**

F.No.14/RTI Cell/Sec.-4/DSW/2010/ 20431-459

Dated: 05 JAN 2011

- Sub. : 1. Implementation of Sec.4 of RTI Act – Directions to Public Authorities u/s19(8)(a) of RTI Act, 2005.**
2. Roles of PIO and Transparency Officer, Level and Job Chart of Transparency Officer.

Ref. : No.F.13/6/10-AR/13116-13275/C dated 16-12-2010.

Sir/Madam,

Please find enclosed a copy of above letter on the subject cited above received from Principal Secretary (AR). The undersigned is hereby directed to inform :

1. all the PIOs to nominate one officer in their branch as Record Officer who will ensure cataloging and indexing of records. This exercise shall be completed by all the PIOs latest by 15-05-2011 and a compliance report on this content shall be submitted to the undersigned by 16-05-2011.
2. that the Programmer, Computer Cell is hereby nominated as our Nodal Officer who shall complete updating of portal latest by 15-03-2011.
3. the Sr. Supdt.-I (Admn.) is declared as Transparency Officer who will perform the assigned duties of the Transparency Officer in the department.

This is for your information and further necessary action at your end.

Encl. :

Copy of the letter No.F.13/6/10-AR/13116-13275/C dated 16-12-2010.
as above and its enclosures.

Yours faithfully,

R. Singh
APIO/SUPDT. (RTI CELL)

F.No.14/RTI Cell/Sec.-4/DSW/2010/ 20431-459

Dated : 05 JAN 2011

Copy for information and necessary action to :

1. PA to Director, DSW for information.
2. First Appellate Authority/Addl. Director. (Admn.), DSW.
3. PIO/Sr. Account Officer, DSW, GLNS Complex, Delhi Gate, New Delhi-110002.
4. PIO/DD (Estate), DSW, GLNS Complex, Delhi Gate, New Delhi-110002.
5. PIO/DD (FAS), DSW, GLNS Complex, Delhi Gate, New Delhi-110002
6. PIO/SS (Admn.-I), DSW, GLNS Complex, Delhi Gate, New Delhi-110002
7. PIO/SS (Admn.-II), DSW, GLNS Complex, Delhi Gate, New Delhi-110002
8. PIO/SS (CT & P), DSW, GLNS Complex, Delhi Gate, New Delhi-110002
9. PIO/SS (Social Security & Public Pvt.), DSW, GLNS Complex, Delhi Gate.
10. PIO/SS (Vig.), DSW, GLNS Complex, Delhi Gate, New Delhi-110002.
11. PIO/DD (Social Defence/SS), DSW, GLNS Complex, Delhi Gate, N. Delhi-2.
12. PIO/DD (Planning), GLNS Complex, Delhi Gate, New Delhi-110002.
13. PIO/DD (Institution), DSW, GLNS Complex, Delhi Gate, New Delhi-110002.
14. PIO/AD (Disabilities), DSW, GLNS Complex, Delhi Gate, New Delhi-110002.
15. PIO/AD (Litigation), DSW, GLNS Complex, Delhi Gate, New Delhi-110002.
16. PIO/Project Officer (RGO), 1, Canning Lane, K.G. Marg, New Delhi-110001.
17. PIO/HOO (Rehabilitation Services), Shankar Market, Connaught Place, N.D.-1.
18. PIO/DO (North), ICDS OPffice, Super Bazar, Gulabi Bagh, New Delhi.
19. PIO/DO (East), Work Center for Women, 10 Block, Geeta Colony, Delhi.
20. PIO/DO (West), Jail Road, Nirmal Chhaya Complex, Hari Nagar, Delhi.
21. PIO/DO (South), VCH, Kasturba Niketan, Lajpat Nagar-II, Delhi.
22. PIO/DO (NW-I), NPS Building, Near Vishram Chowk, Sec.-4, Rohini, Delhi-85.
23. PIO/DO (NW-II), NPS Bldg., Near Vishram Chowk, Sec.-4, Rohini, Delhi-85..
24. PIO/DO (New Delhi), 1, Canning Lane, K.G. Marg, New Delhi-110001.
25. PIO/DO (South West), Udyog Sadan, Qutub Institutional Area, Delhi.
26. PIO/DD (Central), GLNS Complex, Delhi Gate, New Delhi-110002
27. PIO/DO (North East), Sanskar Ashram, Dilshad Garden, Delhi.
28. The Programmer, Computer Cell, DSW, GLNS Complex, Delhi Gate, ND-2.

Programmer

R. Singh
PIO/SUPDT. (RTI CELL)

