

MOST URGENT

Govt. of NCT of Delhi
Department of Social Welfare
7th Floor, MSO Building, ITO
I.P. Estate, New Delhi-110002
(Administration Branch)

F.44(24)/2023/DSW/Admn/Estt./ 2383-2442

Dated: 27.05.2026

CIRCULAR

Subject: Implementation of staggered office timings in Headquarters Branches of Department of Social Welfare, GNCTD.

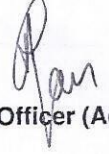
In pursuance of Order No. F. No. 53/844/GAD/CN/2026/2934-2947 dated 15.05.2026 issued by the Joint Secretary, General Administration Department, GNCTD regarding implementation of staggered office timings in Government Offices under GNCTD and MCD, it is hereby ordered that the office timings in all Headquarters Branches of the Department of Social Welfare, GNCTD shall be revised as under with immediate effect, the details are as under: -

Offices	Revised Office Timings
Headquarters Branches of Department of Social Welfare, GNCTD	10:30 AM to 7:00 PM

It is further clarified that the above revised office timings shall be applicable only to the Headquarters Branches of the Department of Social Welfare, GNCTD.

The timings of the Homes/Institutions/District Offices under the control of the Department of Social Welfare shall remain unchanged and shall continue as per the existing schedule.

This issues with the approval of the Competent Authority.


Section Officer (Admin)

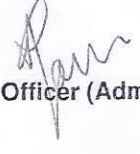
Encl: As above.

F.44(24)/2023/DSW/Admn/Estt./ 2383-2442

Dated: 27.05.2026

Copy to: -

1. PPS to Additional Chief Secretary (SW), Department of Social Welfare, 7th Floor, MSO Building, ITO, New Delhi-110002.
2. PA to Director (SW), Department of Social Welfare, 7th Floor, MSO Building, ITO, New Delhi-110002.
3. PPS to Deputy Director (Admn), Department of Social Welfare, GNCTD, 7th Floor, MSO Building, ITO, New Delhi-110002.
4. All DDs/DSWOs/DDOs/HOOs/Incharges of the Homes/Institutions/District Offices/Branches, Department of Social Welfare, GNCT of Delhi (for information and necessary action).
- ✓ 5. Sr. System Analyst, DSW for uploading the circular on the departmental website.
6. Guard File.


Section Officer (Admin)

45/CC
27/5/26

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

Office of the ACS (SW)

GENERAL ADMINISTRATION DEPARTMENT

LEVEL-II, A-WING, DELHI SECRETARIAT

I.P. ESTATE, NEW DELHI -110002

E-mail: sgad@nic.in

18 MAY 2026

Dy. No. 1174
Deptt. of Social Welfare

F. No. 53/844/GAD/CN/2026/2934-2947

Dated: 15/05/26

ORDER

Sub: Implementation of Staggered Office Timings in Government Offices under GNCTD and MCD to save fuel consumption

In pursuance of the appeal made by the Hon'ble Prime Minister of India to save fuel consumption, the Government of National Capital Territory of Delhi has decided to implement staggered office timings for Government offices under GNCTD and Municipal Corporation of Delhi (MCD), with a view to reducing traffic congestion during peak hours and helping save fuel arising from traffic bottlenecks.

Accordingly, the following office timings shall come into force with immediate effect and shall remain in operation till further orders:

Offices under Government of NCT of Delhi (GNCTD) (including field offices)	10:30 AM to 7:00 PM
Offices under Municipal Corporation of Delhi (MCD) (including field offices)	8:30 AM to 5:00 PM

By Order and in the name of the
Hon'ble Lieutenant Governor of the National Capital Territory of Delhi

Pradeep Tayal
Joint Secretary (GAD)

Dated: 15/05/26

F. No. 53/844/GAD/CN/2026/2934-2947

Copy to:

- Secretary to Hon'ble Lt. Governor, Lok Niwas, Delhi-54
- Secretaries to Hon'ble Chief Minister, Delhi Secretariat, New Delhi
- Secretaries to all Hon'ble Ministers, Delhi Secretariat, New Delhi
- Secretary to Hon'ble Speaker, Delhi Legislative Assembly, Old Secretariat, Delhi-54
- Staff Officer to Chief Secretary, Delhi
- Joint Secretary (UT), Ministry of Home Affairs, North Block, New Delhi - 110001
- All ACS, Pr. Secretaries, Secretaries, HODs, and Heads of Autonomous bodies, GNCTD
- Commissioner of Police, Delhi
- Commissioner, Municipal Corporation of Delhi
- Chairman, New Delhi Municipal Council
- Vice Chairman, Delhi Development Authority
- Chief Executive Officer, Delhi Cantonment Board
- Deputy Secretary (I.T.), Department of Information Technology, GNCTD - to place a copy of this order prominently on the website of GNCTD
- Guard File