

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

FADMN-I/DSW/2014/MISC./PF-I 5096-5141

Dated: 16/9/25

CIRCULAR

**Subject: Regarding guidelines for the participants in Jan Sunwai Camps.**

Please find enclosed herewith a copy of letter no. F.36(123)/Coord./Div. Comm./2025/548 dated 03.09.2025 received from Secretary (Revenue)-Cum-Divisional Commissioner, Govt. of NCT of Delhi regarding guidelines for the participants in Jan Sunwai Camps (copy enclosed).

Hence, All District Social Welfare Officers, Department of Social Welfare, New Delhi are hereby requested to take necessary action accordingly.

This issue with the approval of Competent Authority.

*JLB*  
16-9-2025  
Section Officer (Admin)

Encl: As above.

FADMN-I/DSW/2014/MISC./PF-I 5096-5141  
Copy to: -

Dated: 16/9/25

1. PPS to Secretary (SW), DSW, 7<sup>th</sup> Floor, MSO Building, ITO, New Delhi-110002.
2. PA to Director (SW), DSW, 7<sup>th</sup> Floor, MSO Building, ITO, New Delhi-110002.
3. PPS to Dy. Director (SW), DSW, 7<sup>th</sup> Floor, MSO Building, ITO, New Delhi-110002.
4. All Supdts./DDO/HOO/Incharge of Homes/Institutions/Branches, DSW, New Delhi.
- ✓ 5. Sr. System Analyst, DSW for uploading the circular on the departmental website.
6. Guard file.

*JLB*  
16-9-2025  
Section Officer (Admin)

664/CC  
17/09/2025

To be uploaded on website  
17/09/25  
T.O (Naichu)

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Office of the Divisional Commissioner (Revenue)  
(Coordination Branch)  
Govt. of NCT of Delhi  
5-Sham Nath Marg, Delhi-54

F.36(123)/Coord./Div.Comm./2025/ 548

Dated: 03/09/2025

To,

1. The ACS/Pr.Secretary/Secretary/HODs,  
Participating Departments in Jan Sunwai Camps, GNCTD.
2. The Vice-Chairman, Delhi Development Authority.
3. The Commissioner, Municipal Corporation of Delhi.
4. The Chairman, New Delhi Municipal Council.
5. The CEO, Delhi Cantonment Board.

Sub:- Regarding guidelines for the participants in Jan Sunwai Camps.

Sir/Madam,

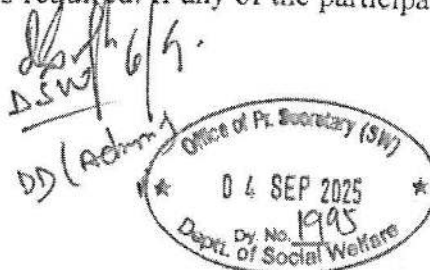
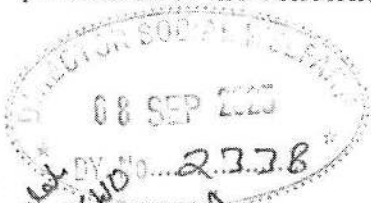
Hon'ble Chief Minister, Delhi in a meeting on 07.04.2025 with the Divisional Commissioner, GNCTD & all District Magistrates directed that Jan Sunwai Camps to be conducted once every week.

Further, in a meeting dated 04.06.2025, the Divisional Commissioner informed all DMs that Hon'ble CM, Delhi has directed that it should be ensured that only nominated officials participate in DDC meetings as well as Jan Sunwai and there should be no delegated presence of the officers/officials. Also, necessary action has to be taken against absent officers/officials.

Now, it has been brought to the notice that various department officers/officials are not attending the Jan Sunwai camps organized by the Revenue Department officers.

In view of above, it is requested to issue the directions/guidelines to the concerned officer(s) of your department that Sub-Division Level/ appropriate level officers may be nominated by the department for Jan Sunwai for each Revenue District.

Further, in case, the nominated officer is not in a position to attend the meeting, then prior permission of the concerned DM is required. If any of the participating officer fails to attend the



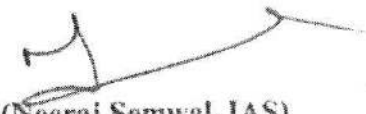
Re circular  
to All DSOs  
84 Janak, DN  
10/9/25

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meeting without prior permission of the concerned DM, necessary action may be taken/proposed against the absentee officer.

This issues with the prior approval of Hon'ble Chief Minister, Delhi.

Yours faithfully,

  
(Neeraj Semwal, IAS)  
Secretary (Revenue)  
-cum-Divisional Commissioner, GNCTD

**Copy for kind information to:-**

1. The Pr. Secretary to Hon'ble LG, Delhi.
2. The Secretary to Hon'ble CM, Delhi.
3. The Chief Secretary, Delhi.
4. All DMs, Revenue Department, GNCTD.
5. PA to Secretary (Revenue)-cum-Divisional Commissioner, GNCTD.