

Government of NCT of Delhi  
Planning Department  
(Cadre Controlling Unit)  
4<sup>th</sup> & 6<sup>th</sup> Level, 'B-Wing', Delhi Secretariat,  
I. P. Estate, New Delhi-110002  
Email: planning.ccu.delhi@gmail.com

F.9(46)/2022/CC/PLG./ 3137-3242

Dated:- 21/3/2024

To,  
The Additional Chief Secretaries/Pr. Secretaries/Secretaries/HoDs, Government of NCT of Delhi, Delhi/New Delhi (Through E-mail also)

**Subject: Observing diligence in Reporting Vigilance status by departments under GNCT of Delhi in respect of Officers & Officials of Planning & Statistical Cadre, whose services are placed with them to ensure avoiding undue benefit of promotion to next level in the cadre-reg.**

Sir/Madam,

I am directed to seek your kind attention on Advisory issued vide letter dated 17.01.2023 (Copy enclosed), followed by Repeat Advisory dated 30.05.2023 & 20.10.2023 by Planning Department requesting Additional Chief Secretaries/Pr. Secretaries/Secretaries/HoDs to issue necessary direction at appropriate level to observe due diligence and report all such cases of adverse vigilance in respect of Officers of Planning & Statistical Cadre, who are posted in your department so that deliverance of undue benefit may be avoided promptly and timely.

2. It is not out of context to apprise that in cases of vigilance clearance for various purposes including grant of promotion and MACP in respect of officers of this cadre, especially Statistical Assistant, Planning Department, GNCTD rely on Vigilance Report received from their departments only as basis and there is no other mechanism in place.

3. Therefore, I am directed to invite the attention of all the Additional Chief Secretaries/Pr. Secretaries /Secretaries /HoDs again with request to issue necessary direction at appropriate level to observe due diligence and report all such cases of adverse vigilance in respect of Officers of Planning & Statistical Cadre to Planning Department so that deliverance of undue benefit may be avoided promptly and timely.

4. This issues with the approval of the Competent Authority.

Encl: As above

Yours faithfully,

*Deepak Kumar*  
(DEEPAK KUMAR)  
JOINT DIRECTOR (PLANNING)

F.9(46)/2022/CC/PLG./ 3137-3242

Dated:- 21/03/2024

Copy for information to:

1. Assistant Director (Vigilance), Directorate of Vigilance, 4<sup>th</sup> Level, C-Wing, Delhi Sachivalaya, I. P. Estate, New Delhi - 110002

*Please upload.*

*SA (M&E)*  
11/4/24

*Deepak Kumar*  
(DEEPAK KUMAR)  
JOINT DIRECTOR (PLANNING)



Government of NCT of Delhi  
Planning Department  
(Cadre Controlling Unit)  
4<sup>th</sup> & 6<sup>th</sup> Level, 'B' -Wing, Delhi Secretariat,  
I.P. Estate, New Delhi-110002  
Email: [planning-ccu@delhi.gov.in](mailto:planning-ccu@delhi.gov.in)



F.9(46)/2022/CC/PLG./ 526-630

Dated:- 17/11/2023

To

The Additional Chief Secretaries/Pr. Secretaries/Secretaries/HoDs(List attached)  
Government of NCT of Delhi  
Delhi/New Delhi.

**Subject:** Observing diligence in Reporting Vigilance status by departments under GNCT of Delhi in respect of Officers & Officials of Planning & Statistical Cadre, whose services are placed with them to ensure avoiding undue benefit of promotion to next level in the cadre-reg.

Sir/Madam,

I am directed to seek your kind attention on an enclosed Circular of Directorate of Vigilance, Govt. of NCT of Delhi dated 27.11.2020.

2. In this context, it is informed that Planning Department is the Cadre Controlling Authority of Planning and Statistical Cadre and manages the services of the officers of this cadre in various departments under GNCT of Delhi. It is informed further that in cases of vigilance clearance for various purposes including grant of promotion and MACP in respect of officers of this cadre, especially Statistical Assistants, Planning Department relies on Vigilance Reports received only from the departments of posting as there is no other mechanism in place. It has been seen in certain instances on past occasions that departments are not observing due diligence while reporting Vigilance Status of the officers of this cadre posted with them resulting into unwarranted situations like undue promotions, reversion after promotion, voluntary retirement etc.

3. Therefore, your kind attention is invited towards the aforementioned circular of Directorate of Vigilance, GNCTD vide which it has been requested to advise Vigilance Branches and Administration Branches in respective departments that they should work in consonance and should strictly ensure that specific entries in the service records of officials who are either suspended, penalized or against whom disciplinary proceedings are pending, are made immediately on receipt of copy of order/O.M. to that effect. Such incidents shall also be timely reported to respective Cadre Controlling Authorities invariably, specifically by endorsing a copy of charge-sheet, suspension order, penalty order in respect of such officials, so that specific insertion could be made in the data base available at the level of cadre controlling authority.

4. It is also pertinent to mention here that Directorate of Vigilance in a recent communication with this office informed that the Chief Secretary-cum-CVO, Delhi has issued the below mentioned guidelines **(Please see Point No. iv & v in particular)** to be adhered to by the

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departments in furnishing the requisite information/documents sought by DoV vide Circular No.F.01/18/2005/DOV/13141-13144 dated 28.10.2022:-

- i) The concerned departments/organizations shall provide the information sought by the DOV within 15 days (D<sub>15</sub>) from the date of issuance (D<sub>0</sub>) of the DoV's letter;
- ii) In case, information is not received within such 15 days, DOV shall issue 'First Reminder' on Day 16 (D<sub>16</sub>) to the concerned Department/organization seeking such information within next 15 days (i.e. latest by D<sub>30</sub>);
- iii) In case, information is not received within such next 15 days, Special Secretary/Additional Secretary of DOV shall issue 'Second Reminder' on Day 31 (D<sub>31</sub>) to the concerned department/organization seeking such information within next 15 days (i.e. latest by D<sub>45</sub>);
- iv) In case, information is not received within such next 15 days, Secretary (Vigilance) shall write a letter to the concerned HoD of the Department/organization on Day 46 (D<sub>46</sub>) to seek requisite information within next 15 days (i.e. latest by D<sub>60</sub>) along with the name (s) of official (s) who have failed to provide the requisite information to the DOV despite passing of considerable time;
- v) In case, information is not received within such next 15 Days (i.e. by D<sub>60</sub>) from concerned HoD of the Department/organization, Secretary (Vigilance) shall seek explanation of the concerned HoD of the Department/organization on D<sub>61</sub> asking him/her to explain as to why action should not be initiated against him/her for not providing the requisite information to the DOV within 07 working days (i.e. by D<sub>68</sub>), and then put up the file to CVO, GNCTD/Chief Secretary within next two days (i.e. by D<sub>70</sub>) along with reply of the concerned HoD (if any such reply is received) for further directions in the matter;
- vi) In case of urgent/emergent cases, shorter timeliness may be prescribed, by the DOV, which shall be adhered to by all concerned.

5. In view of the above, you are requested to issue necessary direction at appropriate level to observe due diligence, as given by Directorate of Vigilance, GNCTD in above referred circulars and report all such cases of adverse vigilance in respect of Officers of Planning & Statistical Cadre, who are posted in your department at the earliest, so that undue benefit of promotion to next level in the cadre akin to past may be avoided promptly and timely.

6. This issues with the approval of the Competent Authority.

Encl: As above

Yours faithfully,

  
(D.B. Gupta)

Joint DIRECTOR (CCU)

Dated:- 17/1/2023

F.9(46)/2022/CC/PLG./ 526 - 630

Copy for information to:

1. Assistant Director (Vigilance), Directorate of Vigilance, 4<sup>th</sup> Level, C-Wing, Delhi Sachivalaya, I.P. Estate, New Delhi - 110002

  
(D.B. Gupta)

Joint DIRECTOR (CCU)

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S. No.	Address of the Departments
1	The Additional Chief Secretary, Urban Development Department, 9th & 10th-Level, Delhi Secretariat, I. P. Estate, New Delhi-110002
2	The Additional Chief Secretary, General Administration Department, 2nd Level 'A'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
3	The Additional Chief Secretary, Administrative Reforms Department, 7th Level 'C'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
4	The Principal Secretary, (Home), 5th Level, 'B'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
5	The Principal Secretary-cum-Commissioner, Transport Department, 5/9, Under Hill Road, Delhi 110054
6	The Principal Secretary, Health & Family Welfare, 9th Level 'A'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
7	The Principal Secretary, Department of Law, Justice & Legislative Affairs, 8th Level 'C'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
8	The Secretary (IT), Department of Information Technology, 9th Level 'B'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
9	The Secretary, (PWD), 5th Level, B-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
10	The Secretary, Land and Building Department, B-Block, Vikas Bhawan, I.P. Estate, New Delhi-110002
11	The Secretary (Finance), Finance Department, 4th Level, 'A'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
12	The Secretary, Art, Culture and Language Department, 7th Level 'C'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
13	The Secretary, Irrigation and Flood Control Department, L.M. Bund Office Complex, Shastri Nagar, Delhi-110031
14	The Secretary, Department of Tourism, Vikas Bhawan-II, 2nd Floor, C-Wing, Upper Bela Road, Near Metcalfe House, Delhi, -110054
15	The Secretary, Department of Women and Child Development, GLNS Complex, Delhi Gate, Delhi-110002
16	The Secretary, Department for the Welfare of SC/ST/OBC/Minorities, B-Block, 2nd Floor, Vikas Bhawan, I.P. Estate New Delhi-110002
17	The Secretary-cum-Commissioner, Weight & Measure Department, K-Block Vikas Bhawan, I.P. Estate, New Delhi-110002
18	The Secretary-cum-Commissioner, Department of Food, Supplies & Consumer Affairs, K-Block, Vikas Bhawan, I.P. Estate, New Delhi-110002
19	The Secretary-cum-Commissioner, Labour Department, 5, Sham Nath Marg, Delhi-110054
20	The Secretary-cum-Commissioner, Office of the Commissioner of Industries, 419, FIE, Udyog Sadan, Patparganj Indl. Area, Patparganj, Delhi-110092
21	The Special Secretary, Department of Power, 8th Level 'B'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
22	The Commissioner, Department of Trade & Taxes, Vyapar Bhawan, I. P. Estate, New Delhi-110002
23	The Commissioner, Department of Food Safety, 8th Floor, Mayur Bhawan, Connaught Place, New Delhi-110001
24	The District Magistrate, Office of the District Magistrate, Central District, 14, Darya Ganj, New Delhi-110002
25	The District Magistrate, Office of the District Magistrate, East District, L. M. Bund, Shastri Nagar, Delhi-110031
26	The District Magistrate, Office of the District Magistrate, South East District, Lajpat Nagar, New Delhi-110024
27	The District Magistrate, (HQ), 5, Sham Nath Marg, Civil Lines, Delhi-110054.
28	The District Magistrate, Office of the District Magistrate, North East District, Nand Nagri, Delhi-110093
29	The District Magistrate, Office of the District Magistrate, North West District, Kanjhawala, Delhi-110081
30	The District Magistrate, Office of the District Magistrate, South District, M. B. Road, Saket, Delhi-110068
31	The District Magistrate, Office of the District Magistrate, South West District, Old Delhi Rd, Kapashera, New Delhi, Delhi-110037
32	The District Magistrate, Office of the District Magistrate, Shahdara District, Nand Nagri, Delhi-110093
33	The District Magistrate, North District, BDO Block Alipur, Delhi-110036

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Sl. No.	Address of the Departments
34	The District Magistrate, Office of the District Magistrate, West District, Plot No. 3, Shivaji Place, Raja Garden, Delhi-110027
35	The District Magistrate, Office of the District Magistrate, New Delhi District, Jam Nagar House, Delhi-110011
36	The Development Commissioner, Development Department, 5/9, Under Hill Road, Delhi-110054
37	The Director, Directorate of Family Welfare, 7th Floor, Vikas Bhawan-II, Upper Bela Road, Near Metcalf House, Civil Lines, Delhi-110054
38	The Director, Directorate of Higher Education, 5- Sham Nath Marg, Delhi-110054
39	The Director, Directorate General of Health Services, F-17, Karkardooma, Delhi-110032
40	The Director, Janakpuri Super Speciality Hospital, C-2B, Janakpuri, New Delh - 110058.
41	The Director, Chacha Nehru Bal Chikitsalaya, Raja Ram Kohli Marg, Geeta Colony, Delhi -110031
42	The Director, Govind Ballabh Pant Hospital, Jawahar Lal Nehru Marg, Delhi-110002
43	The Director, Lok Nayak Jai Prakash Hospital, Jawahar Lal Nehru Marg, Delhi-110002
44	The Director, Maulana Azad Institute of Dental Sciences, Bahadur Shah Zafar Marg, New Delhi-110002
45	The Director, Directorate of Employment, IARI Complex, Pusa, New Delhi-110012
46	The Director General, Office of The Director General of Prisons, Prisons Head Quarter, Near Lajwanti Garden Chowk, Janak Puri, New Delhi-110064
47	The Director, Directorate of Agricultural Marketing, 49, Shamnath Marg, Old Secretariat, Delhi-54
48	The Director, Department of Social Welfare, GLNS Complex, Delhi Gate, New Delhi-110002
49	The Director, Directorate of Education, Old Secretariat, Delhi-110054
50	The Director, Directorate of AYUSH, Karol Bagh, Tibbia Collage Karol Bagh, New Delhi-110005
51	The Joint Director (Admn.), Planning Department, 4th & 6th Level, 'B' -Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002
52	The Joint Director, Directorate of Economics and Statistics, 3rd Floor, B-wing, Vikas Bhawan-II, Uper Bela Road, Civil Lines, Delhi-110054
53	The Medical Superintendent, Acharya Bhikshu Govt. Hospital, Moti Nagar, New Delhi-110015
54	The Medical Superintendent, DR.Baba Sahab Ambedkar Hospital, Sector-6, Rohini, Delhi-110085
55	The Medical Superintendent, Nehru Homoeopathic Medical College & Hospital, 'B'-Block, Defence Colony, New Delhi-110024
56	The Controller, Department of Training and Technical Education, Muni Maya Ram Marg, Pitampra, Delhi-110034
57	The Medical Superintendent, Babu Jagjivan Ram Memorial Hospital, E Block, Bhalswa Jahangirpuri, Delhi-110033
58	The Medical Superintendent, Deep Chand Bandhu Hospital, Kokiwala Bagh, Ashok Vihar, Phase-IV, New Delhi-110052
59	The Medical Superintendent, Guru Teg Bahadur Hospital, Shahdara, Delhi-110032
60	The Medical Superintendent, Health Cum Maternity Hospital, Kanti Nagar, Delhi-110032
61	The Medical Superintendent, Sri Dada Dev Matri Shishu Chikitsyalaya, Dabri, Delhi-110045
62	The Medical Superintendent, Sanjay Gandhi Memorial Hospital, Mangolpuri, Delhi-110085
63	The Medical Superintendent, Rao Tularam Memorial Hospital, Jaffarpur, Delhi-110073
64	The Medical Superintendent, Directorate of I.S.M.H. AYUSH (Homoeopathic Wing), CSC-III, 1st Floor, B-Block, Preet Vihar, Delhi-110092
65	The Medical Superintendent, Deen Dayal Upadhyay Hospital, Hari Nagar, Delhi-110064
66	The Dean, Maulana Azad Medical College, Bahadur Shah Zafar Marg, New Delhi-110002
67	The Medical Superintendent, Baba Saheb Ambedkar Medical College & Hospital, Sector-6, Rohini, Delhi-110085



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No.	Address of the Departments
68	The Medical Superintendent, Dr. N.C. Joshi Memorial Hospital, Karol Bagh New Delhi-110005
69	The Medical Superintendent, Dr. Ambedkar Nagar Hospital, Block-B, Sector-5, <b>Dakshinpuri</b> , New Delhi-110062
70	The Medical Superintendent, Jag Pravesh Chandra Hospital, Shastri Park, Delhi 110053
71	The <b>Medical</b> Superintendent, Lal Bahadur Shastri Hospital, Khichripur, Phase -II, Delhi-110091
72	The Chief Electoral Officer, Office of the Chief Electoral Officer, Old St. Stephen's <b>College Building</b> , Kashmere Gate, Lothian Rd, Old Delhi, Delhi,
73	The Chairperson, Delhi Subordinate Services Selection Board, FC-18, <b>Institutional Area</b> , <b>Karkardooma</b> , Delhi-110092
74	The Medical Superintendent, Sardar Vallabh Bhai Patel Hospital, East Patel Nagar, New Delhi, Delhi 110008
75	The Medical Superintendent, Satyawadi Raja Harish Chander Hospital, Plot no. 30, Sector-A7, Narela, Delhi-110040
76	The Registrar, Office Of The Registrar Co-Operative Societies, Parliament Street, New Delhi 110001
77	The Medical <b>Superintendent</b> , Maharishi Balmiki Hospital, Puth Khurd, New Delhi, Delhi 110039
78	The Medical Superintendent, Dr. B. R. Sur <b>Homoeopathic Medical College</b> , Hospital and Research Centre, Nanak <b>Pura</b> , Moti Bagh (West), New Delhi-110021
79	The Medical Superintendent, Aruna Asaf Ali Government Hospital, 5, Rajpur Rd, Police Lines, Civil Lines, New Delhi, Delhi 110054
80	The Medical Superintendent, Pt. Madan Mohan Malaviya Hospital, Malviya Nagar, New Delhi-110017
81	The Medical Superintendent, Sushruta Trauma Centre, 9 METCALF Road, Civil Lines, Delhi-110054
82	The Medical Superintendent, Guru Nanak Eye Centre, Maharaja Ranjit Singh Marg, New Delhi-110002
83	The Medical Superintendent, Dr. Hedgewar Arogya Sansthan, East Arjun Nagar, Karkardooma, Shahdara, Delhi, 110032
84	The Medical Superintendent, Guru Gobind Singh Government Hospital, <b>Raghubir Nagar</b> , New Delhi-110027
85	The Medical Superintendent, Bhagwan Mahavir Hospital, H-4/5 Pitam Pura, <b>Delhi-110034</b>
86	The Monitoring Unit, Planning Department, 6th Level, Delhi Secretariat, with the request to upload at website.
87	The Medical Superintendent, Rajiv Gandhi Super Specialty Hospital, Tahirpur Road, Dilshad Garden, New Delhi-110093
88	The Medical Director, Burari Hospital, GNCTD, Kaushik Enclave, Delhi 110084
89	The Addl. Chief Secretary, Environment Department, 6th Level, C-Wing, Delhi Secretariat, I.P.Estate, New Delhi-110002
90	The Dy. Director(General), Directorate of NCC, Khyber Pass, Civil Lines, New Delhi, Delhi 110054
91	The Dy. Commandant General Home Guard cum Dy. Director Civil Defence, Department of Delhi Home Guard, CTI <b>Complex</b> , Raja Garden, New Delhi
92	The Registrar(Chit Fund), Deptt. of Chit Fund 13th Floor, Bikri Kar Bhawan, New Delhi
93	The Pr. Secretary (Training), Directorate of Training (Union Territories Civil Services), Behind <b>Karkardooma Court</b> , Delhi -110032
94	The Principle, GB Pant Engg. College, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi 110020
95	The Secretary, Delhi Institute of Tool Engineering (DITE), Wazirpur Industrial Area, Delhi-110052
96	The Dy. Commissioner, Department of Excise, L & N Block, Vikas Bhawan, I.P.Estate, New Delhi - 110002
97	The Medical Superintendent, A.S. Jain Hospital, Lawrence Road Industrial Area, New Delhi-110015
98	The he Director- Principal, Delhi State Cancer Institute, Dilshad Garden, Delhi 110 095
99	The Director, Institute of Liver and Biliary Sciences (ILBS), D-1, Vasant Kunj Rd, Ghitorni, New Delhi, Delhi 110070
100	The Director General of Prisons, Central Jail Hospital, Hari Nagar, New Delhi-110064
101	The Director- Principal, Ch.Braham Prakash Ayur Charak Sansthan, Khera Dabar, Najafgarh, New Delhi-110073

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40.	Address of the Departments
102	The Director, Institute of Human Behaviour and Allied Sciences (IHBAS), Dilshad Garden, Delhi-110095
103	The Medical Director, Indira Gandhi Hospital (Phase-I), Dwarka Sector 9, Dwarka, New Delhi, Delhi 110077
104	The Director, Centralised Accident and Trauma Services (CATS), Yamuna Pusta, Bela Road, Near Vijay Ghat, Delhi-110006
105	The Deputy Secretary/HOO, Dialogue and Development Commission of Delhi (DDCD), 33, Shamnath Marg, Delhi-110054
106	The PPS to Pr. Secretary (Plg.), Govt. of NCT of Delhi, 4th Level, A-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002