

**GOVT. OF NCT OF DELHI**  
**DEPARTMENT OF SOCIAL WELFARE**  
**MSO BUILDING, 7<sup>TH</sup> FLOOR, ITO, DELHI.**  
**(ADMINISTRATION BRANCH)**

F.No.56(320)/DSW/CC/137/AP/2013-14/Pt.File./ 5673 - 5682

Dated: 29/11/25

**ORDER**

In pursuance of IT Department, GNCTD order no. 31 endorsed vide no. G-16/4/2017-CCU-Secy(IT)/Pt.File/2020/6690-6714 dated 14.10.2024 and consequent upon her joining on 15.10.2024 physically and effective from 24.09.2024 (F/N), the following Data Processing Assistant is hereby taken on strength of this Department w.e.f. 24.09.2024 for all purposes:-

S.No.	Name of the Officer/Official	Taken on Strength w.e.f.	Posting for salary purpose	Remarks
1.	Ms. Jayati Bhardwaj, DPA	15.10.2024 Physically and effective from 24.09.2024	DDO, DSW (HQ)	She will draw her salary against the vacant post of ASO w.e.f. 24.09.2024 to 31.01.2025. Further, she will draw her salary against the vacant post of DPA w.e.f. 01.02.2025.

Further, the salary of Ms. Anita Rawat, DPA is hereby stopped w.e.f. 01.02.2025 as already has requested to IT Department for adjustment of salary anywhere.

This issues with the approval of the Competent Authority.

Section Officer (Admn)

F.No.56(320)/DSW/CC/137/AP/2013-14/Pt.File./ 5673 - 5682

Dated: 29/11/25

Copy to:-

1. PS to Secretary (SW), 7<sup>th</sup> Floor, MSO Building, New Delhi-110002.
2. PS to Spl. Secretary (IT), IT Department, GNCTD, 9th Level, B-Wing, Delhi Secretariat, New Delhi.
3. PA to Director (SW), 7<sup>th</sup> Floor, MSO Building, New Delhi-110002.
4. DCA, 7<sup>th</sup> Floor, MSO Building, New Delhi-110002.
5. DDO, DSW (HQ), 7<sup>th</sup> Floor, MSO Building, New Delhi-110002.
6. PAO concerned through DDO (HQ).
7. DPA with the request to upload the order on the website of the this Department.
8. Official concerned.
9. Personal File.
10. Guard File.

Section Officer (Admn)

486/CC  
29/11/2025