

**Delhi Urban Shelter Improvement Board**  
**Government of NCT of Delhi**  
**(Administration Branch)**  
**F-04, Vikas Kuteer, ITO, Delhi-110002**

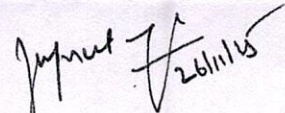
No.: GA/1076/27/Admn./Misc./2020/D- 1357

Date: 26/11/25

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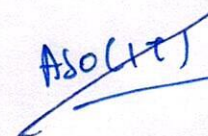
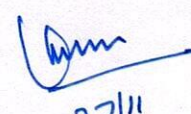
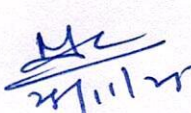
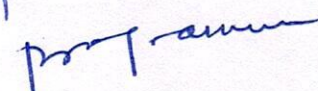
This bears reference to letter No. 53/817/GAD/CN/2025/4429 dated 24.11.2025 (copy enclosed) issued by Joint Secretary of General Administrative Department (GAD) of GNCTD regarding Annual Report of Ministry of Home Affairs, GOI for the year 2025-26, wherein it is directed to provide the inputs on major achievements, important policy initiatives, salient features of important plans/schemes etc. in respect of the Department and in precise narrative form (bullet point, tables etc., should be avoided) & initiatives taken for welfare of women, SC/STs, PH Person etc. should be highlighted and to provide the same in hard copy and also in soft copy at email ID sgad@nic., in MS word format by 01.12.2025 positively.

All Divisional/Branch Heads are hereby requested to provide the requisite information if any **latest by 29.11.2025**, failing which it will be presumed that no such is to be provided.

  
(Gurpreet Singh)  
Dy. Director (Admn.)

**Distribution:**

1. PS to CEO (DUSIB) for kind information of the latter
2. PS to Member (Admin./Finance/Engg.) for kind information of the latter
3. Chief Engineer, DUSIB/All Pr. Directors
4. All SEs/EEs/Coordination
5. All Directors/Dy. Directors
6. B&FO/Dy. CAs, DUSIB
7. Competent Authority, Tis Hazari Court
8. Dy. Director (IT)- with a request to upload on DUSIB website
9. Office copy/ Guard file

  
  
27/11  
  
27/11/25  


Diary No. 1188 / P  
Date: 27/11/2025  
Computer Division (DUSIB)  
Govt. of NCT of Delhi



**IMMEDIATE**  
**TIME BOUND MATTER**

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**COORDINATION BRANCH, LEVEL-2, A-WING,**  
**DELHI SECRETARIAT, NEW DELHI-110002.**

No. F.53/817/GAD/CN/2025/4429

Dated: 24.11.2025

To

Addl. Chief Secretaries/Pr. Secretaries/Secretaries,  
Govt. of NCT of Delhi, Delhi/New Delhi.

**Subject: - Annual Report of Ministry of Home Affairs, GoI for the year 2025-26 - furnishing of inputs/information regarding.**

Sir/Madam,

I am directed to enclose herewith a copy of the letter dated 24.11.2025 received from Ministry of Home Affairs, Govt. of India on the subject cited above. (copy enclosed)

Ministry of Home Affairs has sought input materials for preparation of Annual Report for the year 2025-26.

The inputs should be on major achievements, important policy initiatives, salient features of important plans/schemes etc. in respect of the Department (s) and in precise narrative form (bullet points, tables etc., should be avoided). Inputs on initiatives taken for welfare of women, SC/STs, PH persons etc. should be highlighted.

It is requested to issue directions to the officers concerned to provide requisite information/inputs, both in hard copy and also in soft copy at email ID **sgad@nic.in** in MS Word format by **01.12.2025** positively.

This issues with the prior approval of competent authority.

Encl.: As above.

Yours faithfully,  
**Pradeep**  
**Tayal**

Digitally signed by  
Pradeep Tayal  
Date: 2025.11.24  
19:52:11 +05'30'

**(Pradeep Tayal)**  
**Joint Secretary (GAD)**



F.No. 15039/161/2025-UT(Coord.)

Government of India  
Ministry of Home Affairs

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Kartvya Bhavan, New Delhi  
Dated, the 3<sup>rd</sup> November, 2025

To,

1. The Chief Secretary, UT of A&N Islands.
2. The Chief Secretary, UT of Chandigarh.
3. The Advisor to the Administrator, UT of DNH&DD.
4. The Chief Secretary, Govt. of NCT of Delhi, New Delhi.
5. The Advisor to the Administrator, UT of Lakshadweep.
6. The Chief Secretary, Govt. of Puducherry.
7. The Commissioner of Police, Delhi Police.

**Sub: Preparation and finalization of Annual Report of the Ministry of Home Affairs (MHA) for the year 2025-26.**

Sir,

I am to say that for preparation and finalization of Annual Report of the Ministry of Home Affairs for the year 2025-26, 1<sup>st</sup> draft of the Report updated upto 31.12.2025 is required to be submitted to the Division concerned of this Ministry.

2. It is, therefore, requested to keep ready the material for Annual Report 2025-26 and share the 1<sup>st</sup> draft of the same (both in soft & hard copy) containing information/data upto 31.12.2025 with this Ministry by 05.01.2026 positively.

Yours faithfully,

*Ravi Ranjan*

(Ravi Ranjan)

Second-in- Command

Tel.: 24010081/24010287

pmu.ut18@mha.gov.in /soplg@nic.in