

दिल्ली शहरी आश्रय सुधार बोर्ड
राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
(प्रशासन शाखा)

No. GA/1076/27/Admn./Misc./DUSIB/2020/D-749

Date: 13.10.2026

ENDORSEMENT

The copy of under mentioned letter is forwarded herewith for information and further necessary action:-

Name of Department	Letter No. & Date	Subject
Govt. of NCT of Delhi, General Administration Department, A-Wing, Level- II, Delhi Secretariat, I.P. Estate, New Delhi-110002	F. No.53/828/GAD/CN/2026/ 5907-5911 dated 07.10.2026	Adherence to protocol regarding attendance at meetings convened by the Hon'ble Chief Minister and communication of decisions and directions to the Chief Minister's Officer-regarding.

Encl: As above.

[Signature] 13/10/26
उप निदेशक (प्रशासन)

Copy to:-

1. PS to CEO (DUSIB) for information please
2. All PA to Member(DUSIB) for information please
3. All Pr. Director/Director/Chief Engineer/EEs/Coordination
- ✓ 4. Asstt. Director(IT/System)-to upload on DUSIB website portal
5. Office copy/Guard file.

Sh. Ashish DEO

[Signature]
14/10/26

Director (Admn)
Diary No. 376
Date 08.10.26

R-2286/M(A)/26
08/10/26

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
LEVEL-II, A-WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI - 110002
E-mail: sgad@nic.in

F. No.53/828/GAD/CN/2026/ 5907-5911

Dated: 07.10.2026

To

1. All Additional Chief Secretaries/ Principal Secretaries/ Secretaries/ Heads of Departments, GNCT of Delhi.
2. All Heads of Autonomous Bodies/ Boards/ Corporations/ PSUs under GNCT of Delhi.

Sub: Adherence to protocol regarding attendance at meetings convened by the Hon'ble Chief Minister and communication of decisions and directions to the Chief Minister's Office - regarding.

Sir/Madam,

Diary No. 712
Date 07/10/26
O/o the C.E.O. (DUSIB)
G.N.C.T. of Delhi

It has been observed that some senior officers have been unable to attend meetings under the chairpersonship of the Hon'ble Chief Minister. Further, decisions and directions arising from meetings convened by the Government of India or the Hon'ble Lieutenant Governor are not being communicated to the Chief Minister's Office. This Department had already issued instructions in this regard vide its letter of even number dated 28.04.2026 (copy enclosed). However, the said instructions are not being adhered to.

This has been viewed seriously by the Hon'ble Chief Minister.

Accordingly, in continuation of this Department's letter of even number dated 28.04.2026, the following instructions shall be complied with by all concerned to ensure that such instances do not recur:

Attendance at meetings convened by the Hon'ble Chief Minister:

Meetings convened in the Chief Minister's Office under the chairpersonship of the Hon'ble Chief Minister shall be accorded due priority and the officers concerned shall ensure their attendance. In case of a clash with a later-scheduled meeting, the organisers concerned shall be requested to reschedule it, with advance intimation to the CMO. Where a clash with an earlier-scheduled meeting cannot be resolved, the matter shall be brought to the notice of the CMO in advance for appropriate directions.

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
LEVEL-II, A-WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI – 110002

E-mail: sgad@nic.in

F. No.53/828/GAD/CN/2026/2551-2554

Dated: 28.04.2026

To

1. All Additional Chief Secretaries/Principal Secretaries/Secretaries/Heads of Departments, GNCT of Delhi.
2. All Heads of Autonomous Bodies/Boards/Corporations/PSUs under GNCT of Delhi.

Sub: Submission of important references received from Government of India to the office of Hon'ble Chief Minister and Chief Secretary, GNCTD

Sir/Madam,

With a view to ensuring effective coordination and keeping the office of Hon'ble Chief Minister and Chief Secretary appropriately apprised of matters concerning the Government of National Capital Territory of Delhi, it has been decided that all Departments/Organizations under GNCTD shall adhere to the following instructions:

(i) Whenever any important reference, communication, or correspondence about any new programme/ scheme or any programme having any bearing on the subjects as per the Allocation of Business Rules 1993, is received from the Government of India by any Department/Organization, a copy thereof shall be forwarded to the office of Hon'ble Chief Minister and Chief Secretary, GNCTD, for information in accordance with the Transaction of Business of the Government of National Capital Territory of Delhi Rules, 1993

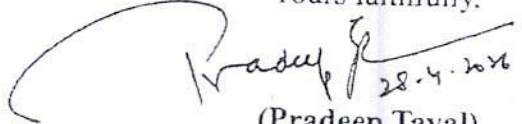
(ii) Similarly, whenever any reply or information is furnished by the Department/Organization in response to such reference, a copy of the same shall also be endorsed to the office of Hon'ble Chief Minister and Chief Secretary, GNCTD.

(iii) In a similar fashion, whenever the officers attend any meeting in the Govt. of India where important decisions are taken or directions are issued, the deliberations of the meeting may be informed to the office of Hon'ble Chief Minister and Chief Secretary, GNCTD.

The above instructions shall be complied with by all concerned.

This issues with the approval of the competent authority.

Yours faithfully,


(Pradeep Tayal)
Joint Secretary (GAD)

Copy to:

1. Secretary(s) to Hon'ble Chief Minister, GNCTD.
2. Staff Officer to Chief Secretary, GNCTD.
3. Guard File.