

DELHI TECHNOLOGICAL UNIVERSITY
Established by Govt. of Delhi vide Act 6 of 2009
(FORMERLY DELHI COLLEGE OF ENGINEERING)
BAWANA ROAD, DELHI-110042

F.1/2-791/2019/Estt./DTU/2036

Dated: 17/10/2025

ENDORSEMENT

The copy of the under mentioned paper is forwarded herewith for information and necessary action to the following:

1. PA to VC for kind information of the Hon'ble Vice Chancellor
2. PA to Registrar for kind information of the Registrar.
3. All Deans, HoDs./Branch In-charge DTU with request for vide circulation in their respective department/branches.
4. Head (Computer Centre) with the request to upload the same on the University website.

(Naveen Kumar)
Section Officer (Estt.)

S. No.	Name of the Department	Dated	Subject
1.	Legislative Assembly Secretariat National Capital Territory of Delhi	No.F.24/19/Com. Proto./2025/LAS- VIII/Legn. Dated 03.10.2025	Regarding official dealings between the Administration and Members of Parliament and State Legislature- observance of proper procedure.

File R
18/11

414/c

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT (QUESTION BRANCH)
DELHI SECRETARIAT, NEW DELHI-110002**

No.F.18/50/2019/GAD/Admn./3605

Dated: 9/10/2025

To,

All Addl. Chief Secretaries/Pr. Secretaries / Secretaries/
Heads of the Department,
Govt. of NCT of Delhi,
Delhi/New Delhi.

Sub: Regarding official dealings between the Administration and Members of Parliament and State Legislature- Observance of proper procedure.

Sir/Madam,

Please find enclosed herewith a copy of letter No.F.24/19/Com. Proto./2025/LAS-VIII/Legn./2382 dated:03-10-2025 alongwith OMs and guidelines received from Legislative Assembly Secretariat, Govt. of NCT of Delhi, on the subject cited above.

The Hon'ble Chairperson of the Committee on Violation of Protocol Norms and Contemptuous Behaviour by Government Officers with MLAs has desired that the instructions contained in the enclosed Office Memorandum issued by the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training, regarding observance of proper procedure in official dealings between Government Officers/Officials and sitting MLAs, be circulated to all the Addl. Chief Secretaries/Pr. Secretaries / Secretaries/ with the directions to bring these OMs and guidelines to the notice of Officers/Officials of their respective departments and they may be sensitized expeditiously for strict compliance of the guidelines.

In view of above, it is requested to bring the aforesaid guidelines to the notice of Officers/Officials of their respective departments for strict compliance.

This issues with the prior approval of Competent Authority.

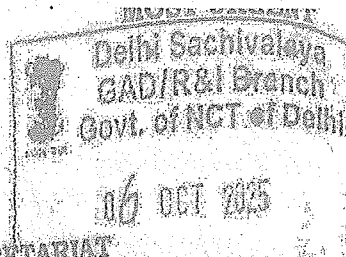
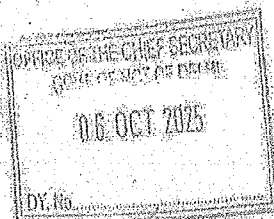
Yours faithfully

(Piyush Kumar Doshi)
Dy. Secretary(GAD)

Encls: as above

Copy For-

1. SO to Chief Secretary, Delhi Secretariat, IP Estate, New Delhi-110002.
2. Dy. Secretary (Legislation), Legislative Assembly Secretariat, Old Secretariat, Delhi-110054- with reference to letter No. F.24/19/Com. Proto./2025/LAS-VIII/Legn./2382 dated:03-10-2025.



**LEGISLATIVE ASSEMBLY SECRETARIAT
NATIONAL CAPITAL TERRITORY OF DELHI
OLD SECRETARIAT, DELHI-110054**

No.F.24/19/Com. Prot./2025/LAS-VIII/Leg.

12302 Dt: 08/10/2025

The Chief Secretary,
Government of National Capital Territory of Delhi,
Delhi Secretariat, I.P. Estate,
New Delhi-110002.

Sub: Regarding official dealings between the Administration and Members of Parliament and State Legislature -- Observance of proper procedure.

Sir,

Kindly refer to the subject cited above. In this connection, I am directed to inform you that the Hon'ble Chairperson of the Committee on Violation of Protocol Norms and Contemptuous Behaviour by Government Officers with MLAs in the sitting dated 23.09.2025 held in MLA Lounge-I, Legislative Assembly Secretariat, Old Secretariat, Delhi-54 has directed to draw your attention to the facts that complaints of discourteous behavior and violation of protocol norms by the government Officers/Officials with Hon'ble Members of Legislative Assembly are still being reported to him and the guidelines concerning official dealings between administration and Members of the State Legislatures are not being adhered to in letter and spirit.

Therefore, I am further directed by the Hon'ble Chairperson of the Committee to forward herewith copies of the following O.Ms. and guidelines issued by the Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training on the above captioned subject :-

01. OM F.No.11013/14/2022-Estt.A-III dated 13.09.2022
02. OM No.11013/4/2011-Estt.(A) dated 01.12.2011
03. D.O.Letter No.11013/4/2011-Estt.A dated 09.10.2012
04. OM No.11013/2/2012-Estt.A dated 19.11.2014
05. O.M.No.11013/4/2018-Estt.A-III dated 07.02.2018
06. O.M.No.11013/4/2018-Estt.A-III dated 11.10.2018
07. O.M.No.11013/4/2018-Estt.A-III dated 10.02.2020
08. O.M.No.11013/4/2018-Estt.A-III dated 15.03.2021

412/c

Accordingly, I am also directed by the Hon'ble Chairperson to request you to circulate these OMs to the all ACSs/Pr. Secretaries/Secretaries/HoDs of all Departments of Govt. of NCT of Delhi/Local/Autonomous Bodies/PSUs with the directions to bring these OMs to the notice of all Officers/officials of their respective departments and they may be sensitized expeditiously for strict compliance of the guidelines.

The Hon'ble Chairperson, Committee on Violation of Protocol Norms and Contemptuous Behaviour by Government Officers with MLAs has further desired that an Action Taken Report be sent to this office in this regard latest by 10.10.2025 for kind perusal of the Hon'ble Committee.

This may please be accorded TOP PRIORITY.

Yours faithfully,

Encl:As above

(Sadanand Sahi)

Dy. Secretary (Legislation)

Tels./Fax-01123890371

E-mail- assemblydelhi@gmail.com

No.F.24/19/Com. Proto./2025/LAS-VIII/Legn./

Dt.: /09/2025

Copy forwarded to the following for information:-

1. Sh. Sanjay Goyal, Hon'ble Chairperson, Committee on Violation of Protocol Norms and Contemptuous Behaviour by Government Officers with MLAs, Legislative Assembly Delhi.
2. The Principal Secretary, General Administration Department, GNCTD, Delhi Secretariat, New Delhi-110002.
3. The Secretary to the Hon'ble Speaker, Legislative Assembly Delhi.
4. PS to the Secretary, Legislative Assembly Delhi.
5. Guard file.

(Sadanand Sahi)

Dy. Secretary (Legislation)