

A-50/28/2026-ADMINISTRATION DIVISION- I

Government of India
Ministry of Labour & Employment

Shram Shakti Bhawan, Rafi Marg,
New Delhi, Date: 08.07.2026

Subject: Compliance regarding delegation of powers and rationalization of Channel of Submission – reg.

The undersigned is directed to refer to Cabinet Secretariat O.M. No. 10/05/2025-CS(A) dated 16.06.2026 (copy enclosed) on the subject cited above and to state that the Cabinet Secretariat has reiterated the provisions contained in Rule 11 of the Government of India (Transaction of Business) Rules, 1961 regarding allocation of work among officers in Ministries/Departments.

2. All Divisions of the Ministry, attached/subordinate offices and autonomous bodies under the administrative control of this Ministry are, therefore, requested to:

(i) adhere to the instructions contained in the aforesaid Cabinet Secretariat O.M. while allocating work, processing and disposing of cases;

(ii) review and rationalize the existing Channel of Submission and Final Level of Disposal of files to ensure that the number of submission levels does not exceed four, in line with the instructions issued by the Department of Administrative Reforms and Public Grievances (DARPG);

3. All the Divisions/Sections in Main Secretariat of the Ministry are requested to furnish the revised/updated Channel of Submission and final levels of disposal of files to the Administration. I section, at the earliest.


(Rahul Sinha)

Under Secretary to the Govt. of India
Tel:23718922

To:

1. All Director/DS/JD in the M/o Labour & Employment (Main Secretariat)
2. All Sections of the M/o Labour & Employment (Main Secretariat)
3. IT Cell with a request to upload the OM on the e-office Notice Board.

Copy to

1. DG (ESIC)/ CPFC (EPFO)/DG (DGMS)/DG (DGOSH)/ DG (VVGNI)/ DG (DTNBWED)/ CLC(C)/ DDG(E) / DG – DGLB
2. CLC(C) / CPFC(EPFO) / DG (ESIC) / DDG(E) / DG – DGLB / DG (DTNBWED) / DG(DGFASLI) / DG (DGMS) / DG (VVGNI)

Copy for information:

1. PPS to Secretary (L&E) / PSO to AS (L&E)/ PS to SLEA/ PPS to AS&FA(GMD)/ Sr. PPS to DG(S)
2. Office of JS(DK) / JS(MK) /JS (AP)/JS(TN)/ DDG(AKC) / EA(SD)