

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
LEVEL-II, A-WING, DELHI SECRETARIAT
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F. No. 53/845/GAD/CN/2026/Part-II/2910 - 2910

Dated: 15/05/2026

ADVISORY

Sub: Advisory regarding adoption of virtual meetings, video conferencing and digital coordination mechanisms for saving fuel

In pursuance of the appeal made by the Hon'ble Prime Minister of India for saving fuel, all Departments, Autonomous Bodies, Local Bodies, and PSUs under GNCTD are advised to encourage adoption of virtual meetings, video conferencing and other digital coordination mechanisms so as to minimise non-essential travel.

Accordingly, the following measures are issued for strict adherence:

- i. All Departments, Autonomous Bodies, Local Bodies, and PSUs under GNCTD are advised to adopt virtual meeting platforms and video conferencing as the default mode for convening meetings, wherever feasible.
- ii. Physical attendance of officers in routine meetings may be avoided, unless the invited Officers are functioning in the same Building/Complex.
- iii. In cases where the invited Officers are not functioning in the same Building/Complex, the meetings should be conducted through VC, to the extent possible.
- iv. Departments are directed to ensure optimal utilisation of existing VC infrastructure available in their offices, and to facilitate seamless participation of officers in virtual meetings without procedural or logistical constraints.

- v. Departments are further advised to progressively adopt digital coordination mechanisms for routine inter-departmental communications, follow-ups, and periodic reviews, so as to reduce dependency on physical meetings and associated travel.

This issues with the approval of the Competent Authority.


Pradeep Tayal

Joint Secretary (GAD)

F. No. 53/845/GAD/CN/2026/ Part-II/ 2900-2910

Dated: 15/05/2026

Copy to:

- i. Secretary to Hon'ble Lt. Governor, Lok Niwas, Delhi-54
- ii. Secretaries to Hon'ble Chief Minister, Delhi Secretariat, New Delhi
- iii. Secretaries to all Hon'ble Ministers, Delhi Secretariat, New Delhi
- iv. Secretary to Hon'ble Speaker, Delhi Legislative Assembly, Old Secretariat, Delhi.
- v. Staff Officer to Chief Secretary, Delhi
- vi. All ACS, Pr. Secretaries, Secretaries, HODs, and Heads of Autonomous bodies, GNCTD
- vii. Commissioner, Municipal Corporation of Delhi
- viii. Chairman, New Delhi Municipal Council
- ix. Vice Chairman, Delhi Development Authority
- x. Chief Executive Officer, Delhi Cantonment Board
- xi. Deputy Secretary (I.T.), Department of Information Technology, GNCTD – to place a copy of this order prominently on the website of GNCTD
- xii. Guard File


Pradeep Tayal

Joint Secretary (GAD)