

**NEW DELHI MUNICIPAL COUNCIL
(WELFARE DEPARTMENT)**

**Manual 3
Procedure followed in decision-making process
[Section 4(1)(b)(iii)]**

1. Disbursement of Social Financial Assistance:-

Old age, Widow, Handicapped, Divorce pension is disbursed to the eligible residents of NDMC area through Nationalised Banks with the approval of Chairman, NDMC on the recommendation of Director (Welfare).

2. Disbursement of Venders Bills:-

Vendors / suppliers bills are paid as per terms and conditions of the contract / supply orders and passed by the concerned disbursing officer.

3. Disbursement of Financial Assistance under Hitkari Nidhi Yojana:-

Financial assistance to regular NDMC employees for Higher studies of their ward and marriage of their children, and financial assistance in case of death of Municipal employee except category A & B is provided out of Hitkari Nidhi Yojana (Benevolent Fund) with the approval of the Chairman, NDMC on the recommendation of Director (Welfare).

4. Grant in Aid to Social Institutions/N G Os:-

Disbursement of grant in aid to NGOs on the recommendation of sub-committee headed by Secretary, NDMC, for this purpose and approval of Chairman, NDMC.