

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT  
B-WING, 7<sup>TH</sup> LEVEL, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI-110002  
(LEGAL BRANCH)

Website: <http://services.delhi.govt.nic.in> Phone No. 23392004-2728

No.F.10(393)/Legal/2019/081568295/

Dated:

Office Memorandum

This department has been receiving complaints from the Government Counsels appointed by the Services Department for services matters that the departments are not applying for BTF timely and such untimely issuance of BTF is causing considerable delay in receiving payments towards their professional charges.

In this regard, the Competent Authority has taken a serious view as delay in making payment of professional charges causes resentment among the counsels which is highly undesirable. Therefore, the Competent Authority has desired that BTF be applied timely and payment to the government counsels towards their professional charges must be made in time.

It is therefore, requested to apply BTF in time and ensure timely payment to the government counsels towards their professional charges.

The BTF can be applied online through E-Litigation module i.e. <http://elitigation.delhi.govt.nic.in> by using department's login credentials.

*Kinny Singh*  
(Dr. Kinny Singh, IAS)  
Spl. Secretary (Services)

To,

All HODs, Govt. of NCT of Delhi

No.F.10(393)/Legal/2019/081568295/1529-1534

Dated: 20/5/22

Copy to:

1. The Staff Officer to Chief Secretary, Govt. of NCT of Delhi
2. PA to Secretary(Services), Services Department, Govt of NCT of Delhi
3. PA to Spl. Secretary(Services), Services Department, Govt of NCT of Delhi
4. PA to Dy.Secretary-I/II/III(Services), Services Department, GNCT of Delhi
- ✓ 5. The Section Officer(Co-ordination), Services Department, Govt. of NCT of Delhi, Delhi Secretariat, I.P.Estate, New Delhi with the direction to upload this order on the website of Services Department.

*Kinny Singh*  
(Dr. Kinny Singh, IAS)  
Spl. Secretary (Services)