

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ESTABLISHMENT-IV, DIRECTORATE OF EDUCATION
OLD SECTT. DELHI-110054**

No.4(8)/23/E-IV/Lab. Asstt./2010-11/ 13422-13521 Dated:- 29/7/10

To

All the Head of Departments,
Govt. of NCT of Delhi.

Sub: Regarding Inclusion of name in the Tentative eligibility List for the promotion to the post of Laboratory Assistant.

Sir/Madam,

In continuation to this office letter of even no. dated 3.3.2010 vide which the nominations / applications / documents were invited from the eligible Group-D employees of the departments of Govt. of NCT of Delhi & thereafter a tentative eligibility list was also prepared which is also available on the website of this Directorate. However, requests / representations till now are being received frequently from the Group-D employees contending that their names were not forwarded by the concerned departments for no fault of them and despite of having applied by them well in time and also being eligible for promotion to the post of Lab. Assistant due to lapse of closing date etc.

In the interest of justice, it has been decided by the competent authority to extend the date of receiving the applications up to **31.08.2010**, so that all the eligible Group 'D' employees who had not earlier applied or their application not forwarded by the concerned departments may apply afresh.

All the HODs are requested to bring it to the notice of all concerned and provide/furnish the details of eligible employees in the prescribed FORMAT (Signed Hard copy and Soft Copy in **EXEL** form as well) of the interested Group-D /Class-IV employees who had not applied earlier but **are eligible for promotion to the post of Laboratory Assistant in pay scale Rs.4000-6000/- (Pre-Revised) and completed 03 years service as regular employee and who are Matriculate or equivalent/Higher Secondary with Science (Physics and Chemistry with Practical or Physics, Chemistry & Biology with Practical) and employees who are matriculate or equivalent/Higher Secondary without Science : Provided they have successfully undergone a three months Orientation Course in Science conducted by the Directorate of Education.**

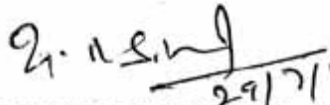
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You are also requested to provide the attested copy of all the certificates i.e. Educational Qualification (Mark Sheet & Certificate), Caste Certificate, Work & Conduct Report and Vigilance Clearance Certificate (**individual separate folders of each employee**), of all those Group 'D' employees who are eligible and their names were earlier not forwarded in response to this Directorate's previous letter dated 3.3.10 or their names are not reflecting in the tentative eligibility list, to this directorate **upto 31.08.2010 positively**.

It is informed that the vacancies shall be filled year wise as such the applicant should have acquired essential qualification on or before 1st January of the respective year and the eligibility list shall be drawn accordingly. For example an employee who had acquired qualification after 1st January 2010 shall not be considered for promotion in the year 2010. The crucial date for eligibility shall be the 1st January as per Govt. of India Instructions.

It is again reiterated that last date of receiving the details of eligible Group 'D' employees in prescribed format is **31.08.2010** and this office will not entertain any application of eligible employees after the last date 31.8.2010 and the concerned department shall be responsible for not including the name of such eligible Group 'D' employees in tentative eligibility list. No individual application directly from the Group 'D' employees will be entertained by this office. It may be noted that no further extension for receiving the applications will be granted in any case.


Yours faithfully,


(HANS RAJ SINGH)
A.D.E. (E-IV)

No. 4(8)/23/E-IV/Lab. Asstt./2010-11/13422-13521 Dated:- 29/7/10

Copy to:

- 1 All the DDEs, Directorate of Education, Govt. of NCT of Delhi, Delhi.
- 2 All the Branch of Head Quarter (Education).
- 3 All the Branch Incharge/HOS (through concerned DDEs)
- 4 ✓ O.S. (IT), Dte. Of Education with direction to load this circular on the Website in POP-UP form.
- 5 P.S. to Principal Secretary, Dte. Of Education, Govt. of NCT of Delhi.


(HANS RAJ SINGH)
A.D.E. (E-IV)