

MOST URGENT / TIME BOUND
FINAL REMINDER

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION, E-IV BRANCH,
OLD SECRETARIAT, DELHI-110054.

No.F.DE.4(8)/23/E-IV/2010/ 12343 -12402

Dated: 3/8/2011

To,

All the Heads of Departments
GNCT of Delhi,
Delhi

Sub: Providing of information for the purpose of promotion to the post of Laboratory Assistant in the Dte. of Education, GNCT of Delhi.

Sir / Madam,

Please refer to this office letter of even number dated 1.7.2011 and 15.7.2011 vide which it was requested to provide the details in the prescribed FORMAT alongwith attested copies of their service book containing all relevant information from all the employees who are in the consideration zone as per list attached therewith, duly certified by the official concerned and the concerned Head of Office. In this connection, it is stated that replies have not been received from number of the departments (list enclosed) due to which DPC meeting is getting delayed.

The above mentioned information is required for employees who are in the consideration zone as per list enclosed. Separate format sheet should be used for each employee.

It is reiterated that this department would not own responsibility, if any department has not forwarded the relevant information for the purpose of promotion to the post of Laboratory Assistant in the Dte. Of Education, GNCT of Delhi.

The above information may kindly be arranged to be provided with in 10 days from the issue of this letter failing which DPC meeting would be conducted in respect of those employees whose relevant information has been received in this Department and those employees whose required proforma & documents are not received shall not be considered for promotion and, the concerned department shall be held responsible for this lapse.

It may also be noted that no further extension of date would be granted for providing of above mentioned information.

Encl. As above.

Yours faithfully,



(B.D. GUPTA)

ASSISTANT DIRECTOR OF EDUCATION (E-IV)

Copy to:

- 1 All the DDEs / HOS, Directorate of Education, Govt. of NCT of Delhi.
- 2 All the Branch of Head Quarter, Directorate of Education, Delhi.
- 3 O.S.(IT), Dte. Of Education with direction to load this circular on the Website in POP-UP form for information of all concerned.

(B.D. GUPTA)

ASSISTANT DIRECTOR OF EDUCATION (E-IV)