

REMINDER-I
MOST URGENT

GOVT. OF NCT OF DELHI
DEPARTMENT OF INFORMATION TECHNOLOGY
(CADRE CONTROLLING UNIT)
LEVEL 9, 'B' WING, DELHI SECRETARIAT, NEW DELHI-110002.

NO.G-15(5)/2015-CCU-Secy(IT)/ 828-843

Dated: 17-2-16

To

1. The Pr. Secretary-cum-Commissioner, Transport Department, Govt. of NCT of Delhi, 5/9, Under Hill Road, Delhi -110054.
2. The Commissioner, Department of Trade & Taxes, Govt. of N.C.T. of Delhi, Vyapar Bhawan, I.P. Estate, New Delhi
3. The Secretary-cum-Commissioner, Department of Food & Supplies, Government of NCT of Delhi, K-Block, Vikas Bhawan, I.P. Estate, New Delhi-2
4. The Pr. Secretary, Dte. of Training & Technical Education, Govt. of NCT of Delhi, Muni Maya Ram Marg, Pitam Pura, New Delhi-110088.
5. The Chairman, Delhi Subordinate Service Selection Board, Govt. of NCT of Delhi, FC-18, Institutional Area, Karkardooma, Near Railway Reservation Centre, Delhi - 110092.
6. The Chief Electoral Officer, Office of the Chief Electoral Officer, Govt. of NCT of Delhi, Old St. Stephens College Building, Kashmere Gate, Delhi-110006.
7. The Secretary, Land and Building Department, B-Block, Vikas Bhawan, I.P. Estate, New Delhi.
8. The Secretary (Revenue), Revenue Department, Govt. of NCT of Delhi, 5 Sham Nath Marg, Delhi.
9. The Secretary (LA), Delhi Legislative Assembly Secretariat, Old Sectt., Delhi.
10. The Controller(A/Cs), Principal Accounts Office, Govt. of NCT of Delhi, Vikas Bhawan, A-Block, I.P. Estate, New Delhi.
11. The Director, Dte. of Economics & Statistics, Vikas Bhawan-II, 3RD Floor, "B" wing, Bela Road, Near Metcalf House, Govt. of NCT of Delhi, Delhi-110054
12. IG (prisoner) Central Jail, Govt. of NCT of Delhi, Tihar Delhi.
13. The Director, Directorate of Prevention of Food Adulteration, Govt. of NCT of Delhi, A-20, Lawrence Road, Industrial Area, Ring Road, Delhi.
14. The Director, Directorate of Health Services, Govt. of NCT of Delhi, F-17, Karkardooma, Delhi.
15. The Medical Supdt., B.S.A. Hospital, Govt. of NCT of Delhi, Rohini, Delhi.
16. The Deputy Secretary(Admn.), Department of Information Technology, Govt. of NCT of Delhi, Delhi Sectt. Delhi.

Subject: Regarding consideration for promotion to the post of Sr. System Analyst (previously System Analyst), Group-'A' Gazetted in the pay scale of PB-3, Rs. 15600-39100/-with Grade Pay Rs.6600/-(Rs. 10000-15200 pre-revised)

Sir,

Please refer to this department's letter of even number dated 18/1/2016 (**regarding the said officers*). This is regarding the consideration for promotion of following officers for the post of Sr. System Analyst(previously System Analyst), Group-'A' Gazetted in the pay scale of PB-3, Rs. 15600-39100/-with Grade Pay Rs.6600/-(Rs. 10000-15200 pre-revised). The following documents are required to place before DPC:

Am

S.No	Name of Officer & Designation	Present Department	Documents required
1.*	Sh. Vijay Shendre	Transport (working on diverted capacity in IT Deptt.)	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2012-13, 2013-14 & 2014-2015 alongwith Disclosure Certificate
2.*	Sh. Krishna Kant Chandra,	Food & Supply	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2012-13, 2013-14 & 2014-2015 alongwith Disclosure Certificate
3.*	Mohan Singh,	Trade & Taxes	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D).
4.*	Ravi Kant Digamber Satdeve	DTTE (working on diverted capacity in Delhi Legislative Assembly)	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2011-12(From 3/1/2012 to 31/03/2012), 2012-13, 2013-14 & 2014-2015 alongwith Disclosure Certificate
5.*	Janevibha Kujur,	Dr. B.S.A. Hospital	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2013-14 & 2014-2015 alongwith Disclosure Certificate
6.*	S.Siva Venkatesh,	PAO	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2010-11(From 1/4/2010 to 9/5/2010), 2013-14 & 2014-2015 alongwith Disclosure Certificate
7.*	Praveen Kumar Srivastava,	DES	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2008-09 (From 5/11/2008 to 31/3/2009), 2011-12, 2012-13, 2013-14 & 2014-2015 alongwith Disclosure Certificate
8.*	Sanjay Kumar Gautam,	Land & Building	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2008-09 (From 30/10/2008 to 31/3/2009), 2009-10, 2010-11, 2011-12(From 1/4/2011 to 29/2/2012), 2012-13, 2013-14 & 2014-2015 alongwith Disclosure Certificate
9.	Rashmi Aggarwal	Revenue	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2010-11 (From 1/4/2010 to 30/6/2010) & 2012-13 alongwith Disclosure Certificate
10.	Sanjeev Chadha	DSSSB	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2008-09, 2013-14 & 2014-2015 alongwith Disclosure Certificate

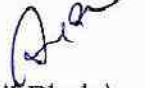
11.	Nirmala Joseph K.	PFA	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D).
12.	Ashish Kumar Jain	CEO	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2007-08, 2008-09, 2009-10(From 1/4/2009 to 1/6/2009), 2012-13(From 13/12/2012 to 31/3/2012) & 2014-2015 alongwith Disclosure Certificate
13.	Pratim Pratap Baruah	Central Jail	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2008-09 to 2014-2015 alongwith Disclosure Certificate
14.	Deepak Balhara	DTTE	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2007-08, 2008-09, 2009-10 (From 1/4/2009 to 4/6/2009), 2010-11, 2011-12, 2012-13, 2013-14 & 2014-2015 alongwith Disclosure Certificate
15.	Ved Prakash Kashyap	DGHS	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2013-14 & 2014-2015 alongwith Disclosure Certificate
16.	Ramesh Purohit	IT	1) Latest IC/VC/MM Penalties for the last ten years(As per Annexure - A & D). 2) APARs 2009-10 to 2014-2015 alongwith Disclosure Certificate

2. In case for any reasons, if ACR/APAR of the said officer is not available, then it is requested to give a certificate (indicating reason for non-availability of APAR) at the earliest as per proforma **at Annexure - B**.

3. Further, in case of APAR(s) a certificate at **Annexure - C** may be furnished wherein the officer should certify that he has seen the APAR 2009-10 to 2014-15 and does not want to make any representation.

4. It is therefore, requested to send the documents required against the name of System Analyst (previously Programmer) in Department of Information Technology, Govt. of NCT of Delhi **latest by 26.02.2016**.

Yours faithfully,



(Anil Bhola)
Deputy Secretary(IT)

Encl: As above

NO.G-15(5)/2015-CCU-Secy(IT)/828-843

Dated: 12/02/2016

Copy to:

Officer concerned through their department **with the direction to complete above said documents.**



(Anil Bhola)

Deputy Secretary(IT)

Department of Information Technology letter No. .

~~2015/2016~~ No. G-15(5) 2015-CCU- Secy (IT)

Dated:

Proforma for Integrity Certificate

"The records of Service of _____ have been carefully scrutinized and it is certified that there is No doubt about his/her integrity."

Proforma for Vigilance Clearance Certificate

"The records of service of _____ have been carefully scrutinized and it is certified that there is No vigilance case/disciplinary action pending or contemplated against him/her as per office record.

Proforma for Major/Minor Penalties Certificate

"The records of service of _____ have been carefully scrutinized and it is certified that No Major/Minor penalties have been imposed upon him/her during last ten years as per office record.

PROFORMA FOR SEEKING VIGILANCE STATUS REPORT

Name of the Department:

S.No.	Name of the Officer	D.O.B.	Designation	Cadre/Ex-cadre	If any vigilance matter is contemplated against the officer in the Department, details of the same may please be furnished.	Details of the previous posting(s) on Gazetted posts (As per service book & duration record)
01	02	03	04	05	06	07
						Deptt. Duration

It is certified that above information is as per Service Book and records and is correct and true.

Name & Signature of the
Authorized Officer
with seal & Date

Department of Information Technology letter No. .

Dated:

~~15(2)/2012/ITC~~
No. 15(5)/2015-CCU-Scay (IT)

Certificate to be issued by the Competent Authority (HOD/HOO) in r/o
Non-Availability of ACR(s)/APAR(s).

This is to certify that ACR(s)/APAR(s) of following Officer(s)/Official(s) is/are not available on account of reason(s) mentioned against name of the Officer(s)/Official(s):-

Sl. No.	Name of the Officer(s)/Official(s) (Sh./Smt./Ms.)	Designation	Year	Reasons of Non-Availability of ACR(s)/APAR(s)

Signature of HOD/HOO
With Designation, Date & Stamp

No. 15(5)/2015 - CCO (Scy) (IT)

ANNEXURE-6

23/2

Certificate for Disclosure of Performance Assessment Report

1. Name and Designation of the Officer reported upon :

2. Year/Period of Assessment :

3. Date of Disclosure of APAR to the Officer Reported upon :

4. Whether representation received from the Officer reported upon :

YES	NO
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5. If yes, date of disclosure to the Officer Reported upon after consideration of his/her representation :

()
Signature of the Forwarding Authority
With Designation, Date & Stamp