

**REMINDER-I**  
**MOST URGENT**

**GOVT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**LABOUR DEPARTMENT**

**5- SHAM NATH MARG, DELHI-54**

F.1/31/949/Estt/2018/ 733

Dated: 19/3/2018

**CIRCULAR**

**Subject: Issuance of Work & Conduct Certificate , Integrity Certificate, Vigilance Clearance Certificate , Major/Minor Penalty certificate and Undertaking for promotion to the post of Ahlmad in r/o following officials.**

In continuation of this officer circular No.F.1/31/949/Esstt/2018/663 date 09.03.2018 vide which the Work & Conduct Certificate, Integrity Certificate, Vigilance Clearance Certificate, Major & Minor Penalty Certificate and Undertaking for promotion to the post of Ahlmad are sought in the connection of process for promotion to the post of Ahlmad on Ad-hoc basis. But following Group D/Class-IV(now MTS) above information are still awaited. You are once again requested to provide the requisite information immediately without further delay.

S.No.	Name of the Group D/Class-IV (Now MTS)	D.O.B.
1.	Sh.Laxman Prasad	01.09.1959
2.	Sh. Bilas Singh	12.11.1966
3.	Sh. Anil Kr. Sharma	29.07.1961
4.	Sh. Mahesh Kumar	12.12.1975
5.	Smt. Sunita	04.09.1978
6.	Smt. Anita Rani	12.07.1974

*K.K. Pant*

(K.K. Pant)

Administrative Officer (Admn.)

Dated: 19/3/2018

F.1/31/949/Esstt/2018/ 733

Copy forwarded for information and necessary action to the following:-

1. PA to Secy-cum-LC., Labour Department, Delhi
2. PA to Spl/Addl. LC, Labour Department, Delhi
3. All JLCs/DLCs/Branch/Districts Incharges Labour Department with the request to provide above information within two days of issue of this letter.
4. ALC (Vigilance), Vigilance Branch, Labour Department with the request to provide vigilance clearance and major & minor penalty certificate of all officials whose names mentioned in circular dated 09.03.2018 within two days of issue of this letter.
5. System Analyst, EDP Cell, Labour Department with the request to upload it on the website of the Department.
6. Official concerned through Branch Incharges/District Incharges.
7. Guard file.

*K.K. Pant*

Administrative Officer (Admn.)