

**DEPARTMENT OF SOCIAL WELFARE
GOVT. OF NATIONAL CAPITAL TERRITORY
G.L.N.S. COMPLEX, DELHI GATE, NEW DELHI-110002
[ADMINISTRATION BRANCH-II]**

No.F.45(137)/2015/DSW/Estt/ 34422 - 434

Dated: 07 MAR 2018

Sub: Forwarding of Proforma for Grant of I, II & III MACP in r/o officials for grant of Financial up-gradation under MACP Scheme.

On the subject cited above, it is to inform you that the matter of grant of Financial Up-gradation under MACP scheme in r/o the following officials is under process :-

S.No.	Name & Designation	Concerned DDO/HOO
1	Late Sh. Sant Ram, Caretaker	BH-1, Lampur, Delhi
2	Sh. Raj Singh, Caretaker	BH-1, Lampur, Delhi
3	Sh. Baijeet Singh, Caretaker (Retd.)	BH-I, Lampur, Delhi
4	Sh. Balbir Singh, Washman	BH-I, Lampur, Delhi
5	Sh. Mohinder Singh, Cook	BH-I, Lampur, Delhi
6	Ms. Shakuntla, Sweeper	MCU, Asha Kiran Complex, Rohini, Delhi
7	Sh. Bijender Kumar, Caretaker	HOIB, Lampur, Delhi
8	Ms. Ramvati Devi, Peon	HOIB, Lampur, Delhi
9	Sh. Subhash Chand, Caretaker (Retd.)	Poor House, Kingway Camp, Delhi
10	Sh. Mahendra Singh, Caretaker	Poor House, Kingsway Camp, Delhi
11	Sh. Hans Raj, Chowkidar	BH-II, Lampur, Delhi
12	Ms. Devki Devi, Cook	BH-II, Lampur, Delhi
13	Sh. Guru Prasad, Chowkidar	GSS for Deaf, Kalkaji, Delhi
14	Sh. Rama Shankar, Chowkidar	Old Age Home, Bindapur, Delhi
15	Sh. Kamal Sahu, Caretaker (Retd.)	RCC, Kingsway Camp, Delhi
16	Ms. Kanta Devi, Sweeper (Retd.)	RCC, Kingsway Camp, Delhi
17	Sh. Surender Singh, Attendant	HCGBS, Kingsway Camp, Delhi
18	Late Sh. Chander Pal, Sweeper	GSSSBB, Kingsway Camp, Delhi
19	Ms. Mamta Adhikari, Cook	HADFB, Nirmal Chhaya, Complex, Jail Road, ND
20	Sh. Ajit Singh, Caretaker	HADDFB, Nirmal Chayya Complex, Jail Road, ND
21	Sh. Vishram Meena, Caretaker	HMB(A&D), Lampur, Delhi
22	Sh. Rameshwar Dayal Meena, Caretaker	HADB, Lampur, Delhi

I am directed to request you to submit Fresh duly filled Proforma for Grant of Financial up-gradation under MACP Scheme in r/o the aforementioned officials **within a week positively.**

650/CC Encl: Proforma for Grant of MACP

7/3/18
To

(Signature)
7/3/18

Section Officer (Admn.II)

All Concerned DDO/HOO mentioned above.

Sh. Atish Chakraborty
Sr. System Analyst to upload on the website of the Dept.
(Signature) 08/03/2018

PROFORMA FOR GRANT OF I, II, III ACP/MACP

Annexure 'A'

1. Name of the Official & Designation :
2. Date of Birth :
3. (a) Category (SC/ST/PH/GEN.) :
4. Date of initial appointment with Post and pay scale :
5. Mode of Recruitment (SSC/Compassionate/Redeployed/Absorption/Promotion) and Date of entry in service in Govt. of Delhi :
6. Present ~~Basic~~ Pay with Level ^{BASIC} :
7. Date of Grant of NFS/NFSG :
8. Date of 1st/2nd regular promotion (Including in-situ promotion) with Post and Pay scale : 1st _____ 2nd _____
9. (a) Details of 1st Financial upgradation under ACP/MACP Scheme *Received* : Date of Order _____ w.e.f. _____
Pay Scale _____ *(copy attached)*
(b) Details of 2nd Financial upgradation under ACP/MACP Scheme *Received* : Date of Order _____ w.e.f. _____
Pay Scale _____ *(copy attached)*
10. Seniority No. in Gr-I, II, III & IV (DASS) :
Seniority No. in Gr-I, II & III (Steno) :
11. Whether the official was/is under Suspension/Departmental/Vigilance Case being contemplated/pending. If so, attach a brief note and copy of Charge-Sheet. :
12. Whether any penalty was/ is imposed on the official. If so, details thereof along-with a copy of relevant order. :
13. E.O.L. on private affairs, if any (enclose relevant copies thereof) :
Work Conduct &
14. Whether Integrity Certified (Yes/No) :
▲
15. Type Test Report (Passed/Exempted), along with relevant copy of order, If exempted date w.e.f. Exemption granted. :
16. Contact Number; : Office _____
Mobile _____
17. Other details, if any, relevant as per the ACP/MACP Scheme. :
MACP

Certified that the above particulars are taken from the Service Book of the official concerned.

(Signature of the Competent Authority) with seal)