

GOVT. OF NCT OF DELHI  
DIRECTORATE OF EDUCATION  
ESTABLISHMENT –IV BRANCH, OLD SECRETARIAT, DELHI

No.: DE.4 (8)/(23)/E-IV/Lab.Asstt.(Promotion) /2019/ 2478-82 Dated : 23/08/2019

To,

All Head of Departments,  
Govt. of NCT of Delhi,  
Delhi/New Delhi

**Subject: Inviting the names of eligible Group-D (Now Group-C) employees for preparation of Tentative Eligibility List for promotion to the post of Laboratory Assistant on Adhoc basis in the Directorate of Education, GNCT of Delhi-regarding.**

Sir/Madam,

I am directed to inform you that Directorate of Education, Govt. of NCT of Delhi is considering the promotion (on ad-hoc basis) of eligible Group-D employees (Now Group-C) of Govt. of NCT of Delhi to the Group-C post of Laboratory Assistant on adhoc basis in the Pay Level-4 (Pre-revised PB-1 + grade pay Rs 2400).

In this context, you are requested to bring it to the notice of all the concerned to furnish the details of all the **willing** and eligible Group-D Employees (Now Group-C) **appointed on or before 31.12.2003 (No bar of such date for Physically Handicapped candidates)** in the attached FORMAT (hard copy as well as soft copy in EXCEL FORMAT) to the undersigned. The concerned official(s) should have completed 03 years service as regular employee and should possess(es) **“Matriculation or equivalent/Higher Secondary with Science (Physics & Chemistry with Practical or Physics, Chemistry & Biology with Practical).** Further cut-off date for acquiring required educational qualification is 30.06.2019.

The particulars in a prescribed format along with separate folder for each employee containing the following documents should reach this office on before **15.09.2019** positively.

- (i) Attested copies of Educational Qualification (Mark Sheet & Certificate)
- (ii) Attested copies of SC/ST & PH Certificate, if applicable.
- (iii) Work & Conduct Report, Vigilance Clearance Report & Integrity Certificate.
- (iv) First page of Service Book showing the Name, DOB, Caste (Category) etc of employee.
- (v) Concerned page of Service Book containing the entry of ‘Date of absorption/redeployment’, in case of the employee is absorbed/redeployed in GNCT of Delhi
- (vi) The concerned page of Service Book containing the entry of “Date of Appointment” and “ educational qualification” of the official clearly.
- (vii) An undertaking of Willingness in the prescribed format from the concerned official duly certified by the HOO/Branch Incharge.

Further, it is brought to your notice that as per Gazette Notification dated 29.07.2013 issued by Ministry of Social Justice and empowerment Visually Handicapped / Disabled person is **not eligible** for the post of Laboratory Assistant.

Furthermore, the officials who had earlier refused the promotion is not eligible to apply as per OM No. 5/1/2008-CS-1(s) dated 08.04.2011 issued by DOPT, Govt of India.No individual application from any employee(s) will be entertained directly, in any case.

This Directorate will not entertain any applications received after 15.09.2019. No weightage will be given to previous panel/s.

This issues with the prior approval of the Director (Education), Govt. of NCT of Delhi.

Encl: As above

*Hukam*  
(HUKAM CHAND)  
ADE(E-IV) 23/8/2019

No.: DE.4 (8)/(23)/E-IV/Lab.Asstt.(Promotion) /2019/2478-89 Dated : 23/08/2019

Copy to :

1. P.S. to Director (Education), Old Sectt.,Delhi.
2. PA to Spl. Director of Education,(Admn.) Old Sectt., Delhi.
3. All RDE/DDE Directorate of Education.
4. OS (IT) to upload this order on the website of the Department in Public Circular.

*Hukam*  
(HUKAM CHAND)  
ADE(E-IV) 23/8/2019

## Terms /Instructions

- The Directorate of Education reserves the right to post promoted officials in any Govt. school of Dte. of Education where vacancy exists.
- The official once posted on promotion will have a lock-in period of 2 year in that school and no application of request for transfer will be entertained.

### **Undertaking of willingness for promotion to the post of Laboratory Assistant**

I, \_\_\_\_\_ (name of employee), \_\_\_\_\_  
(designation) has read & agreed with the above terms/instructions. I, hereby give my willingness for promotion to the post of Laboratory Assistant and give my consent to forward my name and other relevant particulars to the Dte. of Education.

Signature of Employee \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Certified that the official has given  
consent & willingness and signed in-front of me

Signature & Seal of office  
With name of HOO/Branch Incharge

**FORMAT ( Hard & soft copy[in CD] in Excel sheet only)**

| Sl No | Name & Designation | Residential Adress and contact number of the official | Date of acquiring requisite qualification (in DD-MM-YYYY format only For Example 01-Jan-1980) | Deptt. where working | Branch/ Zone/ Circle / Unit/ Distt. where working. | Date of Birth (in DD-MM-YYYY format only For Example 01-Jan-1980) | Date of Appointment. in case the employee is absorbed in GNCT of Delhi, strictly provide his/her Date of Absorption/ Redeployment. (in DD-MM-YYYY format only For Example 01-Jan-1980) | Whether Work & Conduct (Satisfactory) OR Not Satisfactory | Whether integrity certified (Yes or No) | Whether clear from Vigilance Angle (Yes or No) | Subjects at 10th Level as per certificate | Board / University | SC/ST/ PH/ GEN | Fir or unfit for promotion | Remarks |
|-------|--------------------|---|---|----------------------|--|---|--|---|---|--|---|--------------------|----------------|----------------------------|---------|
| 1     | 2                  | 3   | 4   | 5                    | 6  | 7   | 8  | 9   | 10                                      | 11   | 12  | 13                 | 14             | 15                         | 16      |
|       |                    |   |   |                      |  |   |  |   |   |  |   |                    |                |                            |         |

**Certified that :-**

1. The above particulars in r/o above official(s) has/have been verified & checked from Service Book/record and is correct to the best of my knowledge.
2. No vigilance case/disciplinary proceedings is pending or being contemplated against the above named official(s). Certificate is enclosed.
3. The work & conduct of above official(s) is/are satisfactory and integrity certified. Certificates are attached.
4. The employee(s) concerned possess(s) essential qualification especially "Science with practical" at 10th level/in matriculation as per Recruitment Rules of the post of Laboratory Assistant.

(Signature of Head of Office)

With office seal

Name : \_\_\_\_\_

Address of office :

Contact No.:

**Note :**

1. The above proforma should be in MS (Excel) format and it may be ensured that Date of Acquiring Requisite Qualification, Date of Appointment, Date of Appointment in case the employee is absorbed in GNCT of Delhi, provide his Date of absorption/re-deployment, should be filled only in this pattern i.e. (Date in figure/Month in words/Year in figure) for example 01-Jan-1980.
2. Soft copy of the format may invariably be forwarded in C.D.
3. Hard copy must be signed with office seal.

14/C

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PUBLISHED NO. D. (D.H.)-187

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24/3/90

GOVERNMENT OF INDIA

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4/5/90  
DELHI ADMIN  
HC (GD UNIT)

# दिल्ली राजपत्र

## Delhi Gazette

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PUBLISHED BY AUTHORITY

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EXTRAORDINARY

P.O. 181  
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C.P.B. 145

सं. 46  
No. 46

दिल्ली, बुधवार, मार्च 21, 1990/फाल्गुन 30, 1911  
DELHI, WEDNESDAY, MARCH 21, 1990/PHALGUNA 30, 1911

भाग IV  
PART IV

दिल्ली प्रशासन, दिल्ली  
DELHI ADMINISTRATION, DELHI

विशेष सूचना (काराधान)

प्रविष्टि

दिल्ली, 21 मार्च, 1990

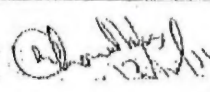
संख्या 3-1/आ.नि. क./90/72428-33 :- दिल्ली  
विशेष कर अधिनियम 1975 (1975 का 43) की धारा  
3 की उपधारा (2) द्वारा प्रदत्त शक्तियों का प्रयोग करते  
हुए, दिल्ली एवं राज्य क्षेत्र के प्रशासनिक विभागों के कार्यालयों  
में अंतर्गत अधिनियम के अंतर्गत उनके कार्यों के निष्पादन में  
सहायता करने के लिए निम्नलिखित अधिकारियों को तत्काल  
नियुक्त करते हैं :-

| क्रम सं. | अधिकारी का नाम     | पद                     |
|----------|--------------------|------------------------|
| 1        | 2                  | 3                      |
| 1.       | श्री सुभाष कुमार   | बित्री-कार<br>निरीक्षक |
| 2.       | श्री सुभाष चन्दर   | -वही-                  |
| 3.       | श्री के. के. शर्मा | -वही-                  |
| 4.       | श्री धनराज शर्मा   | -वही-                  |

| 1   | 2                       | 3     |
|-----|-------------------------|-------|
| 5.  | श्री गूल जय             | -वही- |
| 6.  | श्री आर. के. सक्सेना    | -वही- |
| 7.  | श्री आर. एस. मेहरा      | -वही- |
| 8.  | श्री कलवारो लाल         | -वही- |
| 9.  | श्री श्याम सुन्दर       | -वही- |
| 10. | श्री आर. सी. त्यागी     | -वही- |
| 11. | श्री जी. श्री. गुप्ता   | -वही- |
| 12. | श्री सुरेश कुमार शर्मा  | -वही- |
| 13. | श्री के. के. शर्मा      | -वही- |
| 14. | श्री आर. सी. गुप्ता     | -वही- |
| 15. | श्री आर. के. श्रीवास्तव | -वही- |
| 16. | श्री गान सिंह यादव      | -वही- |
| 17. | श्री डी. एस. गलहोत      | -वही- |
| 18. | श्री लक्ष्मण चन्दर      | -वही- |
| 19. | श्री ज्ञान प्रकाश       | -वही- |
| 20. | श्री जवाहर लाल शर्मा    | -वही- |
| 21. | श्री आर. के. शीवान      | -वही- |

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Attested 

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|     |                    |                  |
|-----|--------------------|------------------|
| 22. | श्री जे. एल. यदुवा | बिही-कर निरीक्षण |
| 23. | श्री जी. पी. डबास  | बिही             |
| 24. | श्री राम रावण      | बिही             |

संघ राज्य क्षेत्र दिल्ली के प्रशासक के आदेश से तथा उनके नाम पर

**SPECIAL SECRETARY (TAXATION)**  
**NOTIFICATION**  
Delhi, the 21st March, 1990

No. F. 111-CST/90/7242B-31.—In exercise of the powers conferred by sub-section (2) of section 9 of the Delhi Sales Tax Act 1975 (No. 43 of 1975), the administrator of the Union Territory of Delhi is pleased to appoint with immediate effect the following officers to assist the Commissioner of Sales Tax in execution of the functions under the aforesaid Act :—

| S. No. | Name of the Officer       | Designation         |
|--------|---------------------------|---------------------|
| 1.     | S/Sh. Krishna Kumar       | Sales Tax Inspector |
| 2.     | S/Sh. Subash Chander      | "                   |
| 3.     | S/Sh. K. K. Bhatta        | "                   |
| 4.     | S/Sh. Ghanshyam Gaur.     | "                   |
| 5.     | S/Sh. Mul Chand           | "                   |
| 6.     | S/Sh. R. K. Saxena        | "                   |
| 7.     | S/Sh. R. S. Mehra         | "                   |
| 8.     | S/Sh. Banwari Lal         | "                   |
| 9.     | S/Sh. Shyam Sunder        | "                   |
| 10.    | S/Sh. R. C. Tyagi         | "                   |
| 11.    | S/Sh. B. D. Gupta         | "                   |
| 12.    | S/Sh. Suresh Kumar Sharma | "                   |
| 13.    | S/Sh. K. K. Sharma        | "                   |
| 14.    | S/Sh. R. C. Gupta         | "                   |
| 15.    | S/Sh. R. K. Srivastava    | "                   |
| 16.    | S/Sh. Man Singh Yadav     | "                   |
| 17.    | S/Sh. D. S. Gahlot        | "                   |
| 18.    | S/Sh. Lokesh Chander      | "                   |
| 19.    | S/Sh. Gian Prakash        | "                   |
| 20.    | S/Sh. Jawaharlal Sharma   | "                   |
| 21.    | S/Sh. R. K. Dewan         | "                   |
| 22.    | S/Sh. K. L. Wadhwa        | "                   |
| 23.    | S/Sh. O. P. Dabas         | "                   |
| 24.    | S/Sh. Ram Sarup           | "                   |

By Order and in the name of the Administrator of Union Territory of Delhi.

ANIL BAJAL, Spl. Secy (Taxation)

शिक्षा विभाग  
राधिसूचना

दिल्ली, 21 मार्च, 1990

संख्या भा. 27/1/90-शिक्षा/800 :—मूठ संचालय भारत सरकार की दिनांक 13 जुलाई, 1959 को राधिसूचना संख्या एफ. 27/59-एच. एच. (1) के साथ पठित संविधान के अनुच्छेद 309 के पत्रों द्वारा सर्वत शक्तियों का प्रयोग करते हुए संघ राज्य क्षेत्र दिल्ली के प्रशासक समय-समय पर अधिसूचित इस प्रशासन को दिनांक 23-12-71 की अधिसूचना संख्या एफ. 2 (16)/68-से 2 के साथ संलग्न इन अनुसूची में निम्नलिखित संशोधन करते हैं, दिल्ली में प्रयोगात्मक प्रशासक के पद पर नियुक्ति के लिए आवश्यक

अर्थात् प्रकृत तथा योग्यताओं के संबंध में इसके साथ संलग्न अनुसूची में निम्नलिखित संशोधन करते हैं, अर्थात् संशोधन

उक्त अनुसूची में कालम 11 (यदि पदोन्नति/प्रतिनियुक्ति/स्थानान्तरण द्वारा अर्थात् होना हो, तो वे सेड किनसे पदोन्नति/प्रतिनियुक्ति/स्थानान्तरण किया जाता है) के नीचे विद्यमान प्रविष्टियों के स्थान पर निम्नलिखित प्रविष्टियाँ प्रतिस्थापित की जायेंगी अर्थात् :—

**कालम 11. पदोन्नति**

नियमित आधार पर नियुक्ति के बाद गेड में तीन वर्ष का सेवा करने वाले दिल्ली प्रशासन के से "घ" वर्गीय कर्मचारी जिन्होंने विज्ञान प्रयोग सहित प्रौद्योगिकी एवं रसायन विज्ञान अथवा प्रयोग सहित भौतिकी, रसायन विज्ञान व जीव विज्ञान सहित मैट्रिक या समकक्ष/हायर सेकेंडरी की हो तथा वे कार्यकारी जिन्होंने विज्ञान के बिना मैट्रिक या समकक्ष हायर सेकेंडरी की हो शर्त यह है कि उन्होंने शिक्षा निदेशालय द्वारा संज्ञाहित तीन माह का विज्ञान में अनुमूलन पाठ्यक्रम सफलता पूर्वक पूरा किया हो।

संघ राज्य क्षेत्र दिल्ली के प्रशासक के आदेश से तथा उनके नाम पर  
श्री. नारायण, संयुक्त सचिव (शिक्षा)

**EDUCATION DEPARTMENT**  
**NOTIFICATION**

Delhi, the 21st March, 1990

No. F. 27/1/90-Edn.1800.—In exercise of the powers conferred by the proviso to article 309 of the Constitution read with the Government of India, Ministry of Home Affairs Notification No. F. 27/59-Hlm (i), dated the 13th July, 1959, the Administration of the Union Territory of Delhi is pleased to make the following amendment in the Schedule annexed to this Administration's notification No. F. 2(16)/68-S.11, dated 23-12-71, as amended from time to time, containing rules regarding the method of recruitment and qualifications necessary for appointment to the post of Laboratory Assistant in the Directorate of Education, Delhi namely :—

**AMENDMENT**

In the said schedule, for the existing entries under column 11 (in case of regt. by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made), the following shall be substituted, namely :—

**Column 11. Promotion**

Group 'D' employees of Delhi Administration having three years service in the grade rendered after appointment thereto on a regular basis who are matriculate or equivalent/Higher Secondary with Science (Physics & 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.

By order and in the name of the Administrator of the Union Territory of Delhi.

R. NARAYANA, Jt. Secy. (Education).

RECRUITMENT RULES FOR THE POST OF LABORATORY ASSISTANT

| Age of the post holder | No. of posts | Classification                                | Scale of pay    | Method of selection | Post of selection | Age limit for direct recruit. | Education and other qualifications required for direct recruit.                                      |
|------------------------|--------------|---|-----------------|---------------------|-------------------|-------------------------------|--|
| 18-25 years            | 3            | Group 'C':<br>Non-Gazetted<br>Non-Ministerial | Rs. 1200-2040/- | Open selection      | Post of selection | 6                             | Essential Senior Secondary or Intermediate with Boleance of 70% from the recognized University/Board |

Desirable  
At least 6 months  
experience as  
Lab. Assst.

18-25 years  
(Relaxable for Govt. Servants)

- Note:-
- The age limit for direct recruit. will be relaxable in case of Schedule Caste/Schedule Tribes candidates and other special categories of persons in accordance with the general orders issued from time to time by the Central Govt.
  - Nothing in these rules shall affect reservation and other concessions required to be provided for Schedule Castes and Schedule Tribes and other special categories of persons in accordance with the orders issued by the Central Govt. from time to time.
  - No male candidate who has more than one wife living or no female candidate who has married a person already married to a wife living shall be eligible for appointment in case of direct recruit. provided that the Administrator, Delhi may after being satisfied that there are special grounds for doing so, exempt any such candidate from the operation of this rule.
  - Where the Administrator is of the opinion that it is necessary or expedient to do so, he may by order for reasons to be recorded in writing relax any of the provisions of these rules with respect to any person, class or category of persons/posts.
- \* Amended vide Delhi Admn., Delhi Notification No. F.2(110)/80-85/11 dated 7.5.1975
- \* Amended by vide Delhi Admn., Delhi Notification No. F.2(102)/80-85/11 dated 3.5.1981
- \* Pay scale and educational qualification amended vide Notification No. F.2(102)/80-S.II dated 23.8.1983.

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 Period of probation

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Method of recruitment, whether by direct recruitment or by deputation/transfer and percentage of the vacancies to be filled by various methods.

In case of Recit. by promotion/transfer/grade from which promotion/deputation/transfer to be made.

If the D.P.C. exists? what is the composition? consultsd in writing Recit.

Qualifications: 2 years

To the extent mentioned in Column 11

Age: No limit

By promotion field in which by direct recruitment

Promotion:- Group 'D' employees Group 'C' N.A. of Delhi Admn. having three years B.P.C. service in the grade rendered after appointment thereto on a regular basis who are matriculate or equivalent/Higher Secondary with Science (Physics & 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 Directorates of Rehabilitation.

\* Amended vide Delhi Admn., Delhi Notification No. F.2(102)/80-S.II dated 3.3.1981

\* Amended vide Delhi Admn., Delhi Notification No. F.2(102)/80-S.II dated 14.3.1986

\* Amended vide Delhi Admn., Delhi Notification No. F.27/1/90-Edn./735-300 dated 21.3.1990