

Department of Social Welfare
Govt. of NCT of Delhi
GLNS Complex, Delhi Gate, New Delhi-110002
[Administration Branch-II]

F.No.44(40)/2019/Misc(56J)/DSW/Estt/ 20085-20097

Dated: 04 NOV 2019

Kindly refer to this office Circular vide F.44(286)/DSW/Admn/2017-18/9614-9684 dated 24.07.2019, Circular No.F.44(286)/DSW/Admn/2017-18 dated 29.07.2019 and Circular No.F.44(286)/DSW/Admn/2017-18 dated 16.08.2019 regarding review of Mechanism to ensure probity of government servants-Strengthening of administration-periodic review of under 56(j) and Rule 48 of CCS(Pension) Rules,1972 by the Review Committee constituted for Govt. of NCT of Delhi for DASS/Steno & Ex-Cadre Officers of Department of Social Welfare.

The requisite information in r/o the following officials is still awaited from their concerned Supdt./DDO/HOO/Incharge:-

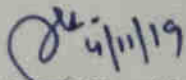
S.No.	Name & DOB	Designation	Place of Posting for salary purpose	Place of Posting (physically)	Remarks
1	Sh. Ramesh 25/08/1964	Chowkidar	BH-II, Lampur	DSWO (NW-II)	Required from DSWO (NW-II) office
2	Ms. Kitabo Devi 25/10/1966	Chowkidar	ISPMR, Asha Kiran	SHMR(Annex.)	Required from SHMR(Annex.) office
3	Sh. Krishan Kumar 09/03/1963	Chowkidar	ISPMR, Asha Kiran	-	Complete proforma with recommendations not received
4	Sh. Krishan Kumar 25/08/1964	Chowkidar	GSSSBB, Kingsway Camp	GSSSBB, Kingsway Camp	
5	Smt. Usha Devi 31/07/1963	Cook	HADDFB, Nirmal Chhaya Complex	HADFB, Nirmal Chhaya Complex	
6	Sh. Nanda Ballabh 20/09/1962	Cook	HMBD, Kingsway Camp	GLN, School, Delhi Gate	Required from GLN School Delhi Gate
7	Smt. Geeta Rani 15/08/1966	Cook	GLN School, Delhi Gate	HCGBS, Kingsway Camp	
8	Smt. Bimla Devi 24/07/1965	Cook	GLN School, Delhi Gate	HLTB, Tahirpur	
9	Sh. Pukar Manjhi 05/01/1967	Cook	GLN School, Delhi Gate	GSSSBB, Kingsway Camp, Delhi	

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10	Smt. Rekha 10/06/1965	Aya	GLN School, Delhi Gate	GLN School, Delhi Gate	
11	Sh. Ashok Kumar 30/09/1961	Attendant	HMRP(A), Asha Kiran Complex	CWC, Sewa Kutir, Kingsway Camp	Required from CWC Sewa Kutir office
12	Smt. Shakuntla 20/05/1961	Sweeper	MCU, Avantika	DSWO (NW-I)	Required from DSWO(NW-I) office
13	Smt. Sheela 22/10/1967	Sweeper	GLN School, Delhi Gate	GLN School, Delhi Gate	
14	Sh. Kashi Nath 01/02/1965	Sweeper	GLN School, Delhi Gate	GLN School, Delhi Gate	
15	Smt. Saroj 16/12/1962	Sweeper	NPS, Mayur Vihar	NPS, Mayur Vihar	
16	Sh. Balwinder Kumar 01/01/1964	Bus Attendant	GLN School, Delhi Gate	GLN School, Delhi Gate	
17	Sh. Rakesh Kumar 12/03/1966	Bus Attendant	GLN School, Delhi Gate	SMRC, Mayur Vihar	
18	Sh. Bachan Dev 09/01/1967	Bus Attendant	GLN School, Delhi Gate	GSSD, Kalkaji, Delhi.	
19	Sh. Babu Lal 01/02/1965	Mali	GLN School, Delhi Gate	GLN School, Delhi Gate	

It is therefore, requested, to furnish the requisite information in the prescribed proforma (enclosed) by **06.11.2019** positively.

Encl: As above.


Section Officer(Admn.-II)

To

1. DSWO(NW-II), Rohini, Delhi.
2. DSWO(NW-I), Rohini, Delhi.
3. Supdt./DDO/HOO, SHMR(A), Asha Kiran, Avantika, Delhi.
4. Supdt./DDO/HOO, ISPMR, Asha Kiran, Avantika, Delhi.
5. Supdt./DDO/HOO, GSSSBB, Kingsway Camp, Delhi.
6. Supdt./DDO/HOO, HADDFB/HADFB, Nirmal Chhaya Complex, Hari Nagar, New Delhi.
7. Supdt./DDO/HOO, GLN School, Delhi Gate, New Delhi.
8. Supdt./DDO/HOO, HCGBS, Kingsway Camp, Delhi.
9. Supdt./DDO/HOO, HLTB, Tahirpur, Delhi
10. Supdt./DDO/HOO, NPS for Deaf, Mayur Vihar, Delhi.
11. Supdt./DDO/HOO, SMRC, Mayur Vihar, Delhi.
12. Supdt./DDO/HOO, GSSD, Kalkaji, Delhi.
- ✓ 13. Sr. System Analyst, DSW, HQ, with the request to upload on the website of the department.

14. Guard file

Proforma to review the performances of DASS/STENO Cadre officers/officials of GNCTD.

1. Name and Designation of the Officer/official:
2. Grade/Pay Band/Grade Pay:
3. Date of Birth: Age as on 01.07.2019.
4. Date of Joining in Govt. Service:
5. Leave availed during the past five years (from the service book) (please provide break up as well as the total period) 2014-15 to 2018-19
6. State of health:
7. Whether the health of the officer/official has a bearing on discharge of his duties (Yes/No):
(If yes, please elaborate)
8. Whether services of the officer are considered useful to the Govt. (Yes/No):
(If no, please provide reasons)
9. Whether the officer/official is considered competent and effective and fit to continue to hold the post occupied by him or to continue in Cadre(Yes/No):
(If no, please provide reasons)
10. Status of Integrity:
11. Is there any reason to doubt the integrity viz. Complaints of suspicious transaction in property, corruption, informal feedback etc.(Yes/No):
(If yes, Please specify)
12. Details of Penalties, if any, imposed on the officer/official during the entire career:

13. ACR/APAR grading during the last 5 years. If there is any adverse entry, please specify.

Sl. No.	Year	ACR/APAR Grading	Remarks, if any

14. Please specify whether the officer/official has initiated his ACRs/APARs timely:
15. No. of promotions obtained:
16. Whether the officer/official has got timely promotions along with his batch mates (Yes/No):
(If no, please provide details)
17. Any promotion during the last 05 years(Yes/No):
(If yes, please provide details of the promotions)
18. Overall conduct of the officer/official and remarks, if any:
19. Recommendations:

Signature of the Head of the Department.

Name of Department:

Seal: