

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

No.: DE.4 (8)/(23)/E-IV/Lab. Asstt.(Promotion) /2020/ Dated : 08 /10/2021

1452-60

CIRCULAR

Subject: Verification of documents of Group-D (Now group 'C') employees of the Departments of GNCT of Delhi who were promoted to the post of Laboratory Assistant in Directorate of education.

Please refer to this office circular of even number dated 20/09/2021 on the above noted subject vide which all the concerned HODs were requested to issue necessary direction to all concerned promoted employees to report at E-IV Branch, Directorate of Education for verification of their documents along with following originals .

- i. Matriculation (10th) /intermediate (12th) certificate & mark sheets (Science with Practical).
- ii. Caste Certificate / PH Certificate (Wherever applicable).
- iii. Copy of the Departmental Identity Card (original as well as copy)
- iv. Employee's information for posting (Annexure-A).
- v. Undertaking in the prescribed format (Annexure-B).

In this regard, it is inform you that some officials of your department, as per list attached, have not turned up for the verification of documents.

It is therefore once again requested to kindly direct the concerned officials to attend this office on or before 14/10/2021 on every working day along with the above mentioned documents, falling which it will be presumed that the concerned employee is not interested for promotion to the post of Laboratory Assistant and promotion order in r/o the employee will be cancelled without any further notice.

This issues with the prior approval of competent authority.


8/10/21
DDE (E-IV)

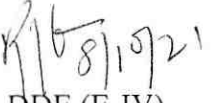
Encl: List of 31 officials.

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Copy to the following for information & necessary action to :-

1. The Head of Departments, GNCT of Delhi. (List enclosed)
2. P.S. to Director Education, Old Sectt., Delhi.
3. PA to Joint Director of Education (Admn.), Old Sectt., Delhi.
4. All DDEs of Directorate of Education
5. All HoS of Directorate of Education
6. OS (IT) to upload this order on the website of the Department in Public Circular.


8/10/21
DDE (E-IV)

LIST OF ABSENT OFFICIAL DURING DOCUMENT VERIFICATION

Sl. No.	S. No in promotion order	File No.	Name & Designation	Department	Date of Birth	Remarks
1	1	175	RAJESH, SWEEPER	DTTE, GNCT OF DELHI	1-Mar-1965	Absent
2	3	286	RAJESH KUMAR, COOK	DEPT. OF SOCIAL WELFARE	21-Jul-1970	Absent
3	8	220	GUDDI RANI, M.T.S.	DEPTT. OF TRADE AND TAXES	10-May-1973	Absent
4	17	330	VIPIN KUMAR, NURSING ORDERLY	DR BABA SAHEB AMBEDKAR HOSPITAL	30-May-73	Absent
5	20	299	BAHADUR SINGH KUWARBI, NURSING ORDERLY	DR BABA SAHEB AMBEDKAR HOSPITAL	20-Mar-1973	Absent
6	21	374	JITENDRA NATH, DRESSER	DIRECTORATE OF HEALTH SERVICE.	10-05-1974	Absent
7	37	467	MAMTA, MTS	LABOUR DEPTT.	10-Jan-80	Absent
8	39	2	SAVITA, MTS	LABOUR DEPTT.	12-April-1981	Absent
9	66	119	AMAN KUMAR MEHTA, NURSING ORDERLY	DHS	16-Sep-1982	Absent
10	69	322	SAJJAN KUMAR KAUSHIK, NURSING ORDERLY	DR BABA SAHEB AMBEDKAR HOSPITAL	20-Jul-79	Absent
11	75	315	PARVEEN MANN, NURSING ORDERLY	DR BABA SAHEB AMBEDKAR HOSPITAL	03-Nov-78	Absent
12	90	319	PARMOD KUMAR, NURSING ORDERLY	DR BABA SAHEB AMBEDKAR HOSPITAL	02-Jan-78	Absent
13	97	79	AMAR DEEP, MATE	ARUNA ASAF ALI GOVT. HOSPITAL	11-Feb-1981	Absent
14	102	159	ANIL KUMAR, SAFAI KARAMCHARI	MAULANAZAD MEDICAL COLLEGE	13-Apr-1979	Absent
15	109	360	RAJENDER,SSC	DHS	8-Jun-1975	Absent
16	111	185	ANIL, PEON	DEPARTMENT OF TRAINING & TECHNICAL EDUCATION	18-Aug-1980	Absent
17	119	305	HARI OM SHARMA, NURSING ORDERLY	DR BABA SAHEB AMBEDKAR HOSPITAL	08-Jan-77	Absent
18	128	51	PARDEEP SHARMA, N/O	LOK NAYAK HOSPITAL	18-Nov-1981	Absent
19	130	35	VIRENDER KUMAR, MATE,	LOK NAYAK HOSPITAL	20-Jun-1981	Absent
20	133	157	IMAM RAZA KHAN, CHOWKIDAR	MAULANAZAD MEDICAL COLLEGE HEALTH DEPTT.	1-Apr-1980	Absent
21	139	57	HEERA, MATE	GIPMER	13-Aug-1977	Absent
22	140	347	SANJIV ARYA, NURSING ORDERLY	BJRM HOSPITAL	15-May-1975	Absent
23	180	379	AMIT KUMAR, PEON	MAULANAZAD MEDICAL COLLEGE	10-Apr-84	Absent
24	204	64	AJAY KUMAR, SAFAI KARMCHARI	GIPMER	24-Nov-1973	Absent
25	208	7	AMARJEET KAUR DUTTA, FIELD MESSENGER	DIRECTORATE GENERAL OF HOME GUARDS	18-Sep-1979	Absent
26	209	12	PREM KUMAR FIELD MESSENGER	DIRECTORATE GENERAL OF HOME GUARDS	4-May-1982	Absent
27	210	15	BAJRANG BALI,FM	DIRECTORATE GENERAL OF HOME GUARDS, DELHI	1-Apr-1983	Absent
28	211	8	PREM LATA, FIELD MESSENGER	DIRECTORATE GENERAL OF HOME GUARDS, DELHI	20-Apr-1978	Absent
29	212	9	HARI KISHAN FIELD MESSENGER	DIRECTORATE GENERAL OF HOME GUARDS	2-Oct-1972	Absent
30	219	10	VINOD KUMAR, CHOWKIDAR	DIRECTORATE GENERAL OF HOME GUARDS	12-Feb-1979	Absent
31	221	173	KAMLESH KUMARI, WATER WOMAN	DIRECTORATE OF EDUCATION	24-Jul-1961	Absent

UNDERTAKING

I (Name) _____ S/O _____ DATE OF
Birth ____/____/____ do hereby solemnly affirm and declare as under:-

1. That I am citizen of India.
2. That certificate and documents produced by me and the copies of the same deposited by me during the course of verification of certificates are genuine and have been issued by recognized Institute or Board and if the same are proved to be fake or false, subsequently by the employer at any stage, my service shall be liable to be terminated without notice in addition to initiation of penal action as warranted.
3. That it is my true and correct statement

Signature: _____

Name: _____

Sl No. in promotion order: _____

EMPLOYEE INFORMATION SHEET FOR POSTING

1. Sl. No. of the employee in the promotion order dated 03.09.2021 of Laboratory Assistant:

2. Name of the employee IN CAPITAL LETTERS (As per service record) :

3. Father /Husband Name: _____

4. Gender (Male/Female) : _____

5. Date of Birth: _____

6. Category (Gen./OBC/SC/ST/PH/OH): _____

7. Residential Address : _____

8. Nearest School Name & School ID - _____

10. Contact No. _____

Date : ____ / ____ /2021

Signature of the official