

URGENT

**GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
(ADMINISTRATION-II BRANCH)
GLNS COMPLEX, DELHI GATE,
NEW DELHI-110002**

F.44(13)/2022/DSW/Pro/ 8678-8682

Dated: 28 JUL 2022

To

1. The DDO/HOO/Supdt. HADFB Niramal Chaya, DSW, Hari Nagar, Delhi.	2. The DDO/HOO/ Supdt., RCL, DSW, Tahirpur Delhi.
3. The DDO/HOO/Supdt. HMRP (Ch), Asha Kiran Delhi.	4. The DDO/HOO/Supdt., HLTB Tahirpur, Delhi.

Sub:- Initiation of process for Promotion to the post of Grade-III (GNCTDSS).

Please refer to Services Department letter No.F.4/8/2022/S-II/2097-2100 dated 20/07/2022 (copy enclosed) vide which it is requested that requisite information **strictly in the prescribed proforma as per Annexure 'B' & 'C'** in respect of the following officials may be made available at the earliest to facilitate assessment of their suitability for promotion to the post of Grade-III (DASS).

It is therefore, requested to forward the requisite information **strictly in the prescribed proforma as per Annexure 'B' & 'C'** alongwith filled Proforma for vigilance status report for seeking Departmental Vigilance clearance Report from Vigilance Branch of Department of Social Welfare, GNCTD in respect of the following Officials:-

S.N o.	S.N o. in the enclosed list	Name	D.O.B.	SNTY. No.	Documents Required	Place of Physically posted	Place of salary purposes
01	704	Ramesh Prasad	28/11/1962	17836	--Do--	Asha Jyoti Home, Nirmal chhaya HADFB	HADFB


[Handwritten signature and date]
28/7/22

02	1094	Shailpa Babbar	1902/198 3	18247	--Do--	HLTB Tahir Pur	RCL Tahirpur
03	1112	Ranjana	14/03/91	18265	--Do--	MCU Nirmal chhaya	HMRP (Ch.) Asha Kiran
04	1118	Mustqee m Khan	07/11/198 8	18272	—DO—	District Office North East along with Old Age Home Kanti nagar	HLTB Tahirpur

It may be noted that only those officials will be considered whose record is made available and in case any official does not get considered due to non-furnishing of requisite documents / papers / information by the concerned DDO/HOO/Supdt., the responsibility shall rest with the concerned DDO/HOO/Supdt., of the Department of Social Welfare.

Therefore, as required by the Services Department, the aforesaid documents in respect of the aforesaid officials may be forwarded to this office at the earliest for further necessary action.

Encl: Service department letter dated 20/07/2022 Alongwith Annexure-C & D



Section Officer (ADMN.-II)

F.44(13)/2022/DSW/Pro/ 8678-8682

Dated:-
28 JUL 2022

Copy to for further necessary action :-

1. Sr. System Analyst, DSW (HQ) with the request to upload the letter on the website of the Department.


Section Officer (ADMN.-II)

o/c

386/CC
29/7/22