MOST IMMEDIATE

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE DEPARTMENT
HUMAN RESOURCE DIVISION: CADRE CONTROL UNIT

'A' Wing, 4th Level, Delhi Secretariat,
I.P. Estate, New Delhi 110 002
Ph: 22392133

No.F.17/1/2019-AC/COAF/778-786 Dated: 10/07/2024

CIRCULAR

Sub: Strengthening of administration – periodical review under FR 56(j)/(1) and Rule 43 of CCS(Pension) Rules, 2021 erstwhile known as Rule 48 of CCS(Pension) Rules, 1972 – Review Committee constituted for Govt. of NCT of Delhi Accounts Service Officers (Controller of Accounts/DCAs/Sr. AOs/AOs/AAOs).

Attention is invited to the Department of Personnel & Training, Ministry of personnel, Public grievances & Pensions OM No. 25013/1/2013-Estt.A dated 21.03.2014, OM No. 25013/1/2013-Estt.A-IV dated 11.09.2015, 11.03.2016, 10.08.2017 and 20.06.2019, and Services Department OM No. F. 11/(223)/56(j)/Services/ 2024/783-786 dated 17.05.2024 (copy enclosed) vide which a Review Committee in Government of NCT of Delhi for periodical review under FR-56(j) and Rule 43 of CCS(Pension) Rules 2021 erstwhile known as Rule 48 of CCS(Pension) Rules, 1972 for Group-A and Group-B Officers of organized Accounts Cadre i.e. GNCTD Accounts Service has been constituted.

2. The detailed guidelines on the above subject are already in the public domain at http://dopt.gov.in under Notifications-OM & Order-Establishments-premature Retirement. The Services Department had also issued detailed instructions vide their circular No. F.30/03/2016/S.I/2478 dated 12.07.2019(copy enclosed) in this regard.

3. As per these instructions, the case of government servant covered by FR 56(j) or Rule 43 of CCS(Pension) Rules, 2021 erstwhile Rule 48 of CCS(Pension) rules, 1972 should be reviewed six months before he/she attains the age of 50/55 years in cases covered by FR56(j) and on completion of 30 years of qualifying service under rule 48 of CCS(Pension) Rules, 1972 as per the time Schedule prescribed for such review vide DoPTs instructions issued from time to time.

2/7/2024

4. The Criteria to be followed by the Review Committee in making recommendations would be as per the instructions/guidelines issued by DoPT OM No. 25013/1/2013-Estt(A) dated 21.03.2014 and are detailed as under:

(a) Govt. employee whose integrity is doubtful, will be retired.

(b) Govt. employees who are found to be ineffective will also be retired. The basic consideration in identifying such employee should be fitness/competence of the employee to continue in the post of which he/she is holding.

(c) While the entire service record of an office should be considered at the time of review, no employee should ordinarily be retired on grounds of ineffectiveness if his service during the preceding 5 years or where he has been promoted to a higher post during that 5 year period, his service in the highest post, has been found satisfactory.

Consideration is ordinarily to be confined to the preceding 5 years or to the period in the higher post, in case of promotion within the period of 5 years, only when retirement is sought to be made on grounds of ineffectiveness. There is no such stipulation, however, where the employee is to be retired on grounds of doubtful integrity.

(d) No employee should ordinarily be retired on ground of ineffectiveness, if, in any event, he would be retiring on superannuation within a period of one year from the date of consideration of his case.

Ordinarily no employee should be retired on grounds of ineffectiveness if he is retiring on superannuation within a period of one year from the date of consideration of the case. The DoPT has further clarified that in a case where there is a sudden and steep fall in the competence, efficiency or effectiveness of an officer, it would be open to review his case for premature retirement.

5. In order to facilitate the Review Committee to carry out periodical review exercise of Delhi Govt. Accounts Service Officers as per the instructions/guidelines on the subject issued by the DoPT and Services Department, GNCTD from time to time, a proforma has been devised for departments/autonomous Bodies/Public Undertakings under GNCTD for forwarding the particulars of officers of GNCTD Accounts Service working under their administrative control (copy enclosed). Accordingly, vide this Department's circular dated 28.06.2022 (copy enclosed) all the Pr.Secretaries/Secretaries/HODs, Corporations/Boards/PSUs and Autonomous Bodies of GNCTD were requested to submit the particulars in the prescribed proforma in respect of such Delhi Govt. Accounts Service Officers(Controller of Accounts/Deputy Controller of Accounts/Sr. Accounts officer/Accounts officer/Assistant Accounts officer) working under their administrative control, who are covered by the instructions/guidelines issued by DoPT from time to time for periodical review of their performance.

2/7/2024

6. In terms of the Services Department, GNCTD OM dated 17.05.2024, it is, therefore, once again requested to look into the matter and arrange to furnish the particulars in the prescribed proforma in respect of such Delhi Govt. Accounts Service Officers(Controller of Accounts/Deputy Controller of Accounts/Sr. Accounts officer/Accounts officer/Assistant Accounts officer) working under their administrative control, who are covered by the instructions/guidelines issued by DoPT from time to time for periodical review of their performance at the earliest. This may please be accorded TOP PRIORITY.

7. This issues with the prior approval of the Pr. Secretary (Finance), GNCTD.

(L.D. JOSHI)
CONTROLLER OF ACCOUNTS (FD)

Encls: As above.

All Pr. Secretaries/Secretaries/Head of Departments, Corporations/Boards/PSUs and Autonomous Bodies of Govt. of NCT of Delhi.

No. No.F.17/1/2019-AC/CoAF/778-786 Dated: 10/07/2024

Copy to:

1. Principal Secretary to Lt. Governor, Delhi, Raj Niwas, Delhi.
2. OSD to Chief Secretary, Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
3. Pr. Secretary (AR), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi .
4. Secretary (Services), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
5. Secretary (Vigilance), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
6. PS to Pr. Secretary (Finance), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
7. System Analyst, Computer Cell, Finance Department, GNCTD with the request to upload this circular on the website of Finance Department.
8. Guard file.

(L.D. JOSHI)
CONTROLLER OF ACCOUNTS (FD)

436/c

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT
DELHI SECRETARIAT: 5TH LEVEL: B-WING
I.P. ESTATE: NEW DELHI-110002

F.No.11/(223)/56(j)/Services/2024/ 783-795 **Dated:** 17/05/2024

OFFICE MEMORANDUM

Subject:- Strengthening of administration- periodical review under FR 56(j) /(l) and Rule 43 of CCS (pension) Rule, 2021 erstwhile known as Rule 48 of CCS(Pension) Rules,1972 – Formation of Review Committees.

1. In Continuation of this Office OM No. F.30/03/2016/S.I/356 dated 06.08.2019 regarding formation of Review Committee for periodical review the service records under FR 56(j)/(l) and Rule 43 of CCS (pension) Rule, 2021 erstwhile known as Rule 48 of CCS(Pension) Rules,1972 of Ex-cadre Officers/officials and DSS/Steno officer/official of Government of NCT of Delhi, to assess the performance of Government servants under the provision of FR 56(j), FR 56(l) and Rule 43 of CCS (pension) Rule, 2021 erstwhile known as Rule 48 of CCS(Pension) Rules,1972 in accordance with the guidelines issued by DOP&T on the subject cited above time to time, the Competent Authority is pleased to order as under: -

(i) For Group-A and Group-B Officers of organized Cadres i.e. DSS, Steno, IT, Accounts and Planning & Statistical, whose Officers/Officials are transferred and posted in various departments, the Review Committee has been reconstituted as under:-

1.	Principal Secretary/Secretary of the Cadre.	Chairperson
2.	Special/Additional Secretary (Finance), for DSS and Steno Cadre. Special/Additional Secretary of the Cadre Controlling Department for other cadres.	Member
3.	Special Secretary/Additional Secretary, Services Department, Govt of NCT of Delhi.	Member
4.	Special Secretary/Additional Secretary Vigilance Department of Govt. of NCT Delhi.	Member
5.	Additional Secretary/Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the department concerned.	Member

4351

(ii) For Group-C Officials of organized Cadres i.e. DSS, Steno, IT, Accounts and Planning & Statistical:

1.	Special Secretary of the Cadre Controlling Department	Chairperson
2.	Joint / Deputy Secretary (Finance), for DSS and Steno Cadre. Joint / Deputy Secretary of the Cadre Controlling Department for other cadres.	Member
3.	Joint / Deputy Secretary, Services Department Govt of NCT of Delhi.	Member
4.	Joint / Deputy Secretary/ Assistant Director, Vigilance Department of Govt. of NCT Delhi.	Member
5.	Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the concerned department.	Member

(iii) For Group-A and Group-B Officers of EX-Cadres (Other than DANICS/DSS/ Steno/ IT/Accounts /Planning & Statistical):

1.	Principal Secretary/Secretary of the Concerned department.	Chairperson
2.	Special Secretary /Additional Secretary of the Concerned department.	Member
3.	Special Secretary/Additional Secretary, Services Department Govt of NCT of Delhi.	Member
4.	Special Secretary/Additional Secretary Vigilance Department of Govt. of NCT Delhi.	Member
5.	Additional Secretary/Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the department concerned.	Member

(iv) For Group-C/D Officials of EX-Cadres (Other than DSS/ Steno/ IT/ Accounts / Planning and Statistical):

1.	Head of the Department	Chairperson
2.	Joint Secretary / Deputy Secretary of the Concerned department.	Member
3.	Joint Secretary / Deputy Secretary, Services Department Govt of NCT of Delhi.	Member
4.	Joint Secretary / Deputy Secretary/Assistant	Member

434/c

	Director, Vigilance Department of Govt. of NCT Delhi.	
5.	One Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the department concerned.	Member

3. Principal Secretary/Secretary of the Department/Cadre Controlling Authority may co-opt a Member not below the rank of Deputy Secretary in the above said Committees, if need be, from the department where the employee whose case is under consideration under FR 56(j), FR 56(l) and Rule 43 of CCS (pension) Rule, 2021 erstwhile known as Rule 48 of CCS(Pension) Rules,1972, is physically working.

4. In addition to above, the Secretary of the Department/ Cadre Controlling Authority is empowered to constitute appropriate internal committees to assist the review Committees in reviewing the cases. These committees will ensure that service record of the employee bring reviewed, along with a summary bringing out all relevant information, is submitted before the Review Committee in time bounded manner.

5. The review Committee shall carry out periodical review of the service records of Officers/Officials of Government of NCT of Delhi in accordance with the guidelines issued by DOP&T from time to time and submit its recommendations for further consideration by the Appropriate Authority concerned as per the provisions of FR 56(j), FR 56 (l) and Rule 43 of CCS (pension) Rule, 2021 erstwhile known as Rule 48 of CCS(Pension) Rules,1972.

(Y. V. V. J RAJASEKHAR, IAS)
SPECIAL SECRETARY (SERVICES)

F.No.11/ (223)/56(j)/Services/2024/783-795 Dated: 17/05/2024

Copy to:

1. Principal Secretary to Lt. Governor, Delhi
2. OSD to Chief Secretary, Govt. of NCT of Delhi.
3. Additional Chief Secretary (Finance/Home/Planning), Govt. of NCT of Delhi.
4. Principal Secretary (AR), Govt. of NCT of Delhi.
5. Pr. Secretary (Services), Govt. of NCT of Delhi.
6. Secretary (Vigilance), Govt. of NCT of Delhi.
7. Special Secretary (Services), Govt. of NCT of Delhi.
8. Special Secretary (Vigilance), Govt. of NCT of Delhi.
9. Special Secretary (AR), Govt. of NCT of Delhi.
10. All Pr. Secretaries/Secretaries/Spl. Secretaries/Addl. Secretaries, GNCTD,Delhi

433/4

11. All HODs/Local Bodies/Public Undertakings, Govt. of NCT of Delhi.
12. Section Officer (Coordination), Services Department, Govt. of NCT of Delhi- with the request to upload this order on website of Services Department.
13. Guard File/ Personal file.

Copy forwarded for information to:-

1. Under Secretary (Establishment), Govt. of India, Ministry of Personnel, Public Grievances & Pension, Department of Personnel & Training, New Delhi.
2. Under Secretary (UTS-II), Govt. of India, Ministry of home Affairs, North Block, New Delhi.

(Y. V. V. J RAJASEKHAR, IAS)
SPECIAL SECRETARY (SERVICES)

MOST IMMEDIATE

No.F.17/2/2019-AC/2216-2231

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
FINANCE DEPARTMENT
HUMAN RESOURCE DIVISION: CADRE CONTROL UNIT

A' Wing, 4th Level, Delhi Secretariat,
I.P. Estate, New Delhi 110 002
Ph: 22392133

Dated: 28/06/2022

CIRCULAR

Sub: Review of Mechanism to ensure probity of government servants-Strengthening of administration –periodical review under FR 56(j) and Rule 48 of CCS(Pension) Rules, 1972 by the Review Committee constituted for Govt. of NCT of Delhi Accounts Service Officers (Controller of Accounts/DCAs/Sr.AOs/AOs/AAOs).

In pursuance of Department of Personnel & Training, Ministry of personnel, Public grievances & Pensions OM No. 25013/1/2013-Estt.A dated 21.03.2014, OM No. 25013/1/2013-Estt.A-IV dated 11.09.2015, 11.03.2016, 10.08.2017 and 20.06.2019, the Services Department vide their order No. 305 dated 02.07.2019 (copy enclosed) has constituted a Review Committee in Government of NCT of Delhi for periodical review under FR-56(j) and Rule 48 of CCS(Pension) Rules, 1972 for Ex-Cadre Officers/Officials(Other than IAS/DANICS/DASS & steno) of Government of NCT of Delhi.

The detailed guidelines on the above subject are already in the public domain at http://dopt.gov.in under Notifications-OM & Order-Establishments-premature Retirement.

The Services Department has issued detailed instructions vide their circular No. F.30/03/2016/S.I/2478 dated 12.07.2019(copy enclosed) in this regard stating that Hon'ble Lt. Governor has taken serious note of the issue and has desired that periodical review of all categories of Government servant working with govt. of NCT of Delhi under the FR-56(j) and Rule 48 of CCS(Pension) Rules, 1972 may be taken on priority basis to weed out the "dead wood" and "the dark sheep". An action taken report is to be furnished to Services Department by 15th of each month in the prescribed proforma.

As per these instructions, the case of government servant covered by FR 56(j) or Rule 48 of CCS(Pension) rules, 1972 should be reviewed six months before he/she attains the age of 50/55 years in cases covered by FR56(j) and on completion of 30 years of qualifying service under rule 48 of CCS(Pension) Rules, 1972 as per the time Schedule prescribed for such review vide DoPTs instructions issued from time to time.

The Criteria to be followed by the Review Committee in making recommendations would be as per the instructions/guidelines issued by DoPT OM No. 25013/1/2013-Estt(A) dated 21.03.2014 and are detailed as under:

(a) Govt. employee whose integrity is doubtful, will be retired.
(b) Govt. employees who are found to be ineffective will also be retired. The basic consideration in identifying such employee should be fitness/competence of the employee to continue in the post of which he/she is holding.
(c) While the entire service record of an office should be considered at the time of review, no employee should ordinarily be retired on grounds of ineffectiveness if his service during the preceding 5 years or where he has been promoted to a higher

post during that 5 year period, his service in the highest post, has been found satisfactory.

Consideration is ordinarily to be confined to the preceding 5 years or to the period in the higher post, in case of promotion within the period of 5 years, only when retirement is sought to be made on grounds of ineffectiveness. There is no such stipulation, however, where the employee is to be retired on grounds of doubtful integrity.

(d) No employee should ordinarily be retired on ground of ineffectiveness, if, in any event, he would be retiring on superannuation within a period of one year from the date of consideration of his case.

Ordinarily no employee should be retired on grounds of ineffectiveness if he is retiring on superannuation within a period of one year from the date of consideration of the case. The DoPT has further clarified that in a case where there is a sudden and steep fall in the competence, efficiency or effectiveness of an officer, it would be open to review his case for premature retirement.

In order to facilitate the Review Committee to carry out periodical review exercise of Delhi Govt. Accounts Service Officers as per the instructions/guidelines on the subject issued by the DoPT from time to time, a prforma has been devised for departments/autonomous Bodies/Public Undertakings under GNCTD for forwarding the particulars of Accounts Cadre Officers of GNCTD working under their administrative control.(copy enclosed).

All HODs are accordingly, requested to submit the particulars in the attached proforma in respect of such Delhi Govt. Accounts Service Officers(Controller of Accounts/Deputy Controller of Accounts/Sr. Accounts officer/Accounts officer/Assistant Accounts officer) working under their administrative control, who are covered by the instructions/guidelines issued by DoPT from time to time regarding periodic review under FR 56(j) and Rule 48 of CCS(Pension) Rule, 1972.

This may be treated as 'Most Urgent' and the information as sought above may be provided to Finance Department, GNCTD at the earliest for placing the same before the Review Committee constituted for its consideration and further recommendations.

This issues with the prior approval of Principal Secretary (Finance), GNCTD.

Encls: As above.

Sujay Kr. 28/06/22

(Ajay Kr. Kapahi)
JT. SECRETARY (HRD)

All Pr. Secretaries/Secretaries/Head of Departments,
Corporations/Boards/PSUs and Autonomous Bodies of
Govt. of NCT of Delhi.

No.F.17/2/2019-AC/2216-2231 Dated: 28/06/2022

Copy to:

1. Principal Secretary to Lt. Governor, Delhi, Raj Niwas, Delhi.
2. Additional Secretary to Chief Minister, Govt. of NCT of Delhi.
3. Secretary to Dy. Chief Minister, Govt. of NCT of Delhi.

4. Secretary to Speaker, Delhi vidhan Sabha, Delhi.
5. Secretary to Deputy Speaker, Delhi Vidhan Sabha, Delhi.
6. Secretaries to all Ministers, Govt. of NCT of Delhi.
7. OSD to Leader of Opposition, Govt. of NCT of Delhi.
8. OSD to Chief Secretary, Govt. of NCT of Delhi.
9. Pr. Secretary(AR), Govt. of NCT of Delhi.
10. Secretary (Services), Govt. of NCT of Delhi.
11. Secretary (Vigilance), Govt. of NCT of Delhi.
12. Special Secretary (Services), Govt. of NCT of Delhi.
13. Special Secretary (AR), Govt. of NCT of Delhi.
14. PS to Addl. Chief Secretary(Finance), Govt. of NCT of Delhi.
15. System Analyst, Computer Cell, Finance Department, GNCTD with the request to upload this circular on the website of Finance Department.
16. Guard file.

Sanjay Kr. 28/06/22

(Ajay Kr. Kapahi)
JT. SECRETARY (HRD)

Proforma to review the performances of Govt. of NCT of Delhi Accounts Service Cadre Officers (Controller of Accounts/DCA/Sr.AO/AO/AAO)

1. Name and Designation of the Officer:
2. Grade/Pay Band/Grade Pay:
3. Date of Birth:
4. Date of Joining in Govt. Service:
5. Leave availed during the past five years (from service book) (please provide break up as well as the total period)
6. State of health:
7. Whether the health of the officer 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 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 during the entire career.:

77/c

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 has initiated his ACRs/APARs timely:

15. No. of promotions obtained:

16. Whether the officer 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 and remarks, if any:

19. Recommendations:

Signature of the Head of the Department

Name of Department:

Seal:

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT: SERVICES - I BRANCH
DELHI SECRETARIAT: 7TH LEVEL: B-WING
I.P. ESTATE: NEW DELHI
http://services.delhigovt.nic.in
(Tel:011 - 23392038)

No.F.30/03/2016/S.I/2478 Dated: 12/07/2019

Circular

Sub: Review of mechanism to ensure probity of Government servants- Strengthening of administration - periodical review under FR 56 (j) and Rule 48 of CCS (Pension) Rule, 1972- Formation of Review Committee for Ex-Cadre Officers/Officials (Other than IAS/DANICS/DASS & Steno) of Government of NCT of Delhi- reg.

Attention is invited to this Department's office order no. **305 dated 02.07.2019** regarding composition of a Review Committee in Govt. of NCT of Delhi for periodical review of Ex-Cadre Officers/Officials (Other than IAS/DANICS/DASS & Steno) of Govt. of NCT of Delhi under FR-56 (j) and Rule 48 of CCS (Pension) Rules, 1972 in pursuance of DoPT O.M. No.25013/1/2013-Estt.A dated 21.03.2014, O.M. No.25013/1/2013-Estt.A-IV dated 11.09.2015, 11.03.2016, 10.08.2017 and 20.06.2019.

2. The said Review Committee has been constituted to carry out periodical review of the service record of Ex-Cadre Officers/Officials of Government of NCT of Delhi in accordance with the guidelines issued by DoPT from time to time and submit its recommendations for further consideration by the concerned Cadre Controlling Authority. Separate Sub-Committee for DANICS and Review Committee for DASS/Steno Cadre have also been constituted vide order no. 304 and 306 dated 02.07.2019.

3. Hon'ble Lt. Governor, Delhi has taken serious note of the issue and has desired that periodic review of all categories of Government servants working with Govt. of NCT of Delhi in accordance with the provision of FR 56 (j) and Rule 48 of CCS (Pension) Rules, 1972 may be taken on priority basis to weed out "the dead wood" and "the dark sheep". These provisions are required to be strictly enforced to ensure an honest, efficient and effective administration. Hon'ble Lt. Governor, Delhi has further directed that HODs may take necessary action to enforce the provision of FR 56(j) and Rule 48 of CCS (Pension) Rules, 1972 in accordance with the procedure/guidelines as prescribed by DoPT from time to time.

4. The detailed guidelines on the above subject are already in public domain at http://dopt.gov.in under Notifications→ OM & Orders →Establishments →Premature Retirement.

5. As per these instructions, the case of Government Servant covered by FR 56 (j) or Rule 48 of CCS (Pension) Rules, 1972 should be reviewed six months before he/she attains the age of 50/55 years in cases covered by FR 56 (j) and on completion of 30 years of qualifying service under Rule 48 of CCS (Pension) Rule, 1972 as per the Time Schedule prescribed for such review vide DoPT's instructions issued from time to time.

6. It is reiterated that respective departments are responsible for periodic review exercise of Ex-Cadre officers/officials working in departments/autonomous bodies/Boards/PSUs etc. and all requisite action in this regard is required to be taken by the Departments in a time bound manner.

7. Accordingly, all Pr. Secretaries/Secretaries/Head of Departments are requested to take necessary action to facilitate the periodic review of the Ex-Cadre officers/officials (other than IAS/DANICS/DASS & Steno) working under administrative control.

8. To carry out periodic review exercise, it shall be ensured that meeting of the Review Committee is convened at regular interval as per the time schedule prescribed for such review vide DoPT's instructions issued on the subject from time to time.

9. All Pr. Secretaries/Secretaries/Head of Departments are further requested to ensure that service record of the officers/officials being reviewed along with other detailed information relevant for assessment are placed before Review Committee constituted for the purpose by Services Department vide order no. 305 dated 02.07.2019.

10. All Pr. Secretaries/Secretaries/Head of Departments may further submit the recommendations of the Review Committee for consideration of the concerned cadre controlling authority.

11. It is accordingly requested that the matter may kindly be given personal attention and requisite action to facilitate periodical review under the provision of FR 56(j) and Rule 48 of CCS (Pension) Rules, 1972 be taken. It is further requested that an action taken report may be sent to Services Department by 15th of each month in the following proforma:-

Number of employees to be reviewed under FR 56 (j) and Rule 48 of CCS (Pension) Rules, 1972 group-wise (A/B/C)	Number of employees reviewed under FR 56 (j) and Rule 48 of CCS (Pension) Rules, 1972 group-wise (A/B/C)	Number of employees reviewed and against whom under FR 56 (j) and Rule 48 of CCS (Pension) Rules, 1972 invoked/recommended group-wise (A/B/C)	Number of employees retired prematurely under FR 56 (j) and Rule 48 of CCS (Pension) Rules, 1972 (A/B/C)
1	2	3	4

12. This issues with the approval of Competent Authority.

(S.N. MISRA)
SPECIAL SECRETARY-I (SERVICES)

All Pr. Secretaries/Secretaries/Head of
Departments, Corporations, Boards, PSUs
and Autonomous Bodies of Govt. of NCT of Delhi.

Copy to the:

1. Principal Secretary to Lt. Governor, Delhi.
2. Additional Secretary to Chief Minister, Govt. of NCT of Delhi.
3. Secretary to Dy. Chief Minister, Govt. of NCT of Delhi.
4. Secretary to Speaker, Delhi Vidhan Sabha, Delhi.
5. Secretary to Deputy Speaker, Delhi Vidhan Sabha.
6. Secretaries to all Ministers, Govt. of NCT of Delhi.
7. OSD to Leader of Opposition, Govt. of NCT of Delhi.
8. OSD to Chief Secretary, Govt. of NCT of Delhi.
9. Additional Chief Secretary (Finance/Home/Planning), Govt. of NCT of Delhi.
10. Principal Secretary (AR), Govt. of NCT of Delhi.
11. Secretary (Services), Govt. of NCT of Delhi.
12. Secretary (Vigilance), Govt. of NCT of Delhi.
13. Special Secretary (Services), Govt. of NCT of Delhi.
14. Special Secretary (Vigilance), Govt. of NCT of Delhi.
15. Special Secretary (AR), Govt. of NCT of Delhi.
16. All Pr. Secretaries / Secretaries / Spl. Secretaries / Addl. Secretaries, GNCTD.
17. Section officer (Coordination), Services Department, Govt. of NCT of Delhi - *with the request to upload this order on website of Services Department.*
18. Guard file/Personal file.

Copy forwarded to the: -

1. Under Secretary (Establishment), Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, New Delhi.
2. Under Secretary (UTS.II), Govt. of India, Ministry of Home Affairs, North Block, New Delhi.

(S.N. MISRA)
SPECIAL SECRETARY-I (SERVICES)