

MOST URGENT/TIME BOUND
OUT TODAY/SPEED POST

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF NCT OF DELHI
1, PT. RAVI SHANKAR SHUKLA LANE, K. G. MARG
NEW DELHI-110001

F.No.9(206)/Admn/WCD/MACP/2015/1345-51

Dated: 16/04/2018

ORDER

Sub: Requirement of documents in respect of Ex-Cadre Officers/Officials, for the purpose of grant of MACP benefits.

On scrutiny of the proposals for grant of MACP benefits in respect of following Ex-Cadre Officers/Officials, it has been found that the following documents have not been provided by the concerned DDOs/HOOs despite of **repeated number of letters/reminders**, thus causing delay in processing their MACP cases, as per details below :-

S. No.	Name of the officers/ officials with Designation	Place from where the officer/ official is drawing Salary	Required Documents
1.	Dev Rani Banerjee, Supdt./CDPO (Retd.) DOB - 22.11.1953	DDO/HOO, ICDS-Rohini	• Service Book • Service Verification Chart
2.	Nirmal Devi, Supdt./CDPO (Retd.) DOB - 15.01.1956	DDO/HOO, ICDS-Meer Vihar	• Service Book
3.	Pushpa Saxena, PTI (Retd.) DOB - 10.07.1957	DDO/HOO, Counselling & Guidance Bureau-I, Gulabi Bagh	• Service Book

Further, the **ACRs/APARs folder** in respect of the following Ex-Cadre Officers/Officials are required as per details :-

S. No.	Name of the officers/ officials with Designation	ACRs/APARs required for the period
1.	Dev Rani Banerjee, Supdt./CDPO (Retd.) DOB - 22.11.1953	• All the ACRs/APARs till date
2.	Uma Chaudhary, TGT (Retd.) DOB - 10.07.1957	• All the ACRs/APARs till date

All the concerned DDOs/HOOs are hereby directed to forward the above mentioned requisite documents in respect of above mentioned Officers/Officials, to the Admn. Branch, WCD, **within 07 days of the receipt of this order**, positively for further processing their MACP cases.

Non-compliance of the order will be viewed seriously and may attract disciplinary action under CCS (CCA) Rules, 1965.

This may be treated as **MOST URGENT/TIME BOUND**.


(S.K. Srivastava)
Dy. Director (Admn)

To,

1. CDPO/DDO/HOO, ICDS-Rohini, DWCD, GNCTD.
2. CDPO/DDO/HOO, ICDS-Meer Vihar, DWCD, GNCTD.
3. Supdt./DDO/HOO, Counselling & Guidance Bureau-I (CGB-I), Gulabi Bagh, DWCD, GNCTD.
4. Supdt. (Vigilance), WCD (HQ), **with the direction to forward the ACRs/APARs folder as above.**

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Copy to :-

Dated: 16 APR 2018

1. PA to Director, WCD.
2. PA to Spl. Director (Admn), WCD.

3. Asstt. Programmer, WCD for uploading the order on website of the Deptt.


(S.K. Srivastava)
Dy. Director (Admn)