

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF NCT OF DELHI
1ST FLOOR, MAHARANA PRATAP ISBT BUILDING
KASHMERE GATE, DELHI-110006

F.No.9(339)/Admn/WCD/MACP-TeachingStaff/2020/

Dated :

MOST URGENT/TIME BOUND

MEMORANDUM

Sub: FINAL REMINDER – Pending documents in r/o Ex-Cadre Teaching Staff for the purpose of initiating their ACP/MACP cases (on provisional basis).

In continuation to this office Memorandum No. F.No.9(339)/Admn/WCD/MACP-TeachingStaff/2020/11184-99 dated 02.11.2020, it has been observed that requisite documents in r/o some of the Ex-Cadre Teaching staff have not been provided by the concerned DDO/HOO till date.

In this regard, the present status of documents available and pending documents in r/o **10 (Ten) Ex-Cadre Teaching staff** of WCD, has been compiled in a list as "**Annexure-A**" which is **enclosed** herewith.

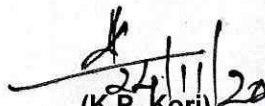
Therefore, **all concerned DDOs/HOOs of the Department are once again directed** to go through the information of "Column-12 (Remarks)" of the said "Annexure-A" and to submit "Pending Requisite Documents" to the Admn. Branch (WCD) **latest by 1st December, 2020, positively.**

In addition to this, **all concerned DDOs/HOOs are also directed to serve** the copy of this "order alongwith Annexure-A" to all concerned Teaching Staff (S.No. 1 to 10) whose names appear in "Column-2" of said "Annexure-A" and to issue necessary directions to them for providing requisite ACRs/APARs (if not provided earlier) **latest by 1st December, 2020, positively.**

IMPORTANT NOTE :- No further reminder will be issued by the Department. Requisite information/documents must be provided to the Admn. Branch (WCD) within the stipulated time failing which non-compliance shall be viewed seriously and the matter will be apprised to the Director (WCD) for disciplinary action against erring officers/officials as deemed fit under CCS (CCA) Rules, 1965.

This issues with the prior approval of the Competent Authority.

Enclosure : As above (01-Page).


(K.P. Kori)

Section Officer (Admn)

To,

1. DDO/HOO, C&G Bureau-I, Gulabi Bagh, WCD. (through R & I Branch, WCD)
2. DDO/HOO, CHB(B), Narela, WCD. (through R & I Branch, WCD)
3. DDO/HOO, CHB-I, Lajpat Nagar, WCD. (through R & I Branch, WCD)
4. DDO/HOO, CHB-II, Lajpat Nagar, WCD. (through R & I Branch, WCD)
5. DDO/HOO, OHB-I, Delhi Gate, WCD. (through R & I Branch, WCD)
6. DDO/HOO, OHB-II, Kingsway Camp, WCD. (through R & I Branch, WCD)
7. DDO/HOO, VCH-III, Lajpat Nagar, WCD. (through R & I Branch, WCD)
8. DDO/HOO, WCW, Shanker Market, WCD. (through R & I Branch, WCD)

F.No.9(339)/Admn/WCD/MACP-TeachingStaff/2020/112919-37

Dated : -

24 NOV 2020

Copy to :-

1. PS to the Secretary (WCD), Govt. of NCT of Delhi, GLNS Complex, Delhi Gate, New Delhi-110002.
2. PA to the Director, Department of Women & Child Development, Govt. of NCT of Delhi.
3. PA to the Joint Director, Department of Women & Child Development, Govt. of NCT of Delhi.
4. Dy. Controller of Accounts, Department of Women & Child Development, Govt. of NCT of Delhi.
5. Data Processing Assistant, Computer Cell, Department of Women & Child Development, Govt. of NCT of Delhi, for uploading the order on website of the Department.


(K.P. Kori)

Section Officer (Admn)

(Status of 10 MACP cases of Ex-Cadre Teaching Staff) (as on 24.11.2020)**ANNEXURE-A**

S. No.	Name of the officers/ officials with Designation	Place of Salary Posting	Performance of MACP	Work Conduct & Integrity Certificate	Vigilance Clearance (Departmental)	Service Verification Chart	EOL Dies-Non Certificate	Service Book	Date of Eligibility of ACP/MACP (tentative)	Grading of ACRs/APARs available for the period	Remarks (Documents Required/Status)
1	2	3	4	5	6	7	8	9	10	11	12
1.	Guilab Singh, TGT (Reid.) (DOB-15.02.1955)	OHB-I, Delhi Gate	Available	Already Retired on 28.02.2015	Available	Available	Available	Available	21.10.2008	2005-06, 2006-07, 2007-08, 2008-09, 2009-10, 2010-11, 2011-12	ACRs/APARs for the period – 2003-04, 2004-05
2.	Uma Chaudhary, TGT (Reid.) (DOB-01.07.1950)	CHB-II, Lalpat Nagar	Available	Already Retired on 30.06.2010	Available	Available	Available	Available	21.08.2009	Not Available	- ACRs/APARs for the period – 1996-97, 1997-98, 1998-99, 1999-20, 2000-01, 2004-05, 2005-06, 2006-07, 2007-08, 2008-09 - Work Conduct & Integrity Certificate - Proforma for obtaining Departmental Vigilance Clearance Report (duy signed by DDO/HOO & counter-signed by Reporting Officer) - Service Verification Chart - EOL/Dies-Non Certificate - Service Book (with up to date entries)
3.	Sachidanand Tiwari, TGT (DOB-01.01.1961)	CHB(B), Narela	Available	Not Available	Not Available	Not Available	Not Available	Not Available	19.07.2014	2009-10, 2010-11, 2011-12, 2012-13, 2013-14	ACRs/APARs for the period – 1998-99, 1999-20, 2000-01, 2001-02, 2002-03, 2006-07, 2007-08, 2008-09, 2009-10, 2010-11
4.	Jag Ram Meena, TGT (DOB-18.07.1963)	VCH-III, Lalpat Nagar	Available	Available	Proforma Available	Available	Available	Available	15.04.2003, 15.04.2011	2012-13, 2013-14, 2014-15, 2016-17, 2017-18, 2018-19, Oct-19 to Mar-20	ACRs/APARs for the period – 1998-99, 1999-20, 2000-01, 2001-02, 2002-03, 2006-07, 2007-08, 2008-09, 2009-10, 2010-11
5.	Sushila Sharma, PTI (Reid.) (DOB-12.07.1955)	VCH-III, Lalpat Nagar	Available	Already Retired on 31.07.2015	Available	Available	Available	Available	20.08.2004, 20.08.2012	2004-05, 2005-06, 2006-07, 2007-08, 2008-09, 2009-10, 2010-11, 2011-12, 2012-13, 2013-14, 2014-15, 2015-16, 2016-17	ACRs/APARs for the period – 1999-00, 2000-01, 2001-02, 2002-03, 2003-04
6.	Pushpa Saxena, PTI (Reid.) (DOB-10.07.1957)	C & G Bureau-I, Gulabi Bagh	Available	Already Retired on 31.07.2017	Available	Available	Available	Available	27.08.2004, 27.08.2012	Aug-92 to Mar-93, Nov-93 to Mar-94, 1994-95, 1995-96, 1997-98, 1998-99, 1999-00, 2000-01, 2001-02, 2002-03, 2003-04, 2004-05, 2005-06, 2006-07, 2007-08, 2008-09, 2009-10, 2010-11, 2011-12, 2012-13, 2013-14, 2014-15, 2015-16, 2016-17	Documents Complete
7.	Rajesh Ranikashyap, PTI (DOB-05.12.1960)	CHB-I, Lalpat Nagar	Available	Available	Proforma Available	Available	Available	Available	23.01.2017	2011-12, 2012-13, 2013-14, 2014-15, 2015-16, 2016-17, 2017-18	Documents Complete
8.	Shashi Bala, Occupational Teacher (DOB-05.04.1961)	WCW-Shanker Market	Available	Available	Proforma Available	Available	Available	Available	05.12.2002, 05.12.2010	1997-98, Sep-98 to Mar-99, May-99 to Mar-00, 2000-01, 2001-02, Apr-02 to Jun-03, 2003-04, 2004-05, 2005-06	- ACRs/APARs for the period – Apr-98 to Aug-98, 2006-07, 2007-08, 2008-09, 2009-10, 2010-11 - Attested copy of Vigilance Clearance Report issued at the time of retirement - Service Verification Chart - EOL/Dies-Non Certificate - Service Book (with up to date entries) - ACRs/APARs for the period – 1995-96, 1996-97, 1997-98, 1998-99, 1999-00, 2000-01, 2003-04, 2004-05, 2005-06, 2006-07, Apr-07 to Oct-07, 2013-14, 2014-15, 2015-16, 2016-17, 2017-18, 2018-19
9.	Kunwar Singh, Occupational Teacher (Reid.) (DOB-04.07.1960)	OHB-II, Kingsway Camp	Available	Already Retired on 31.07.2020	Already Retired on 31.07.2020	Not Available	Not Available	Not Available	23.01.2001, 23.01.2009, 23.01.2019	Nov-07 to Jun-08, Jun-08 to Jun-09, Jun-09 to Jun-10, Jun-10 to Mar-11, 2011-12, 2012-13	Documents Complete
10.	Ranjana, Senior Craft Instructor (DOB-12.04.1964)	WCW-Shanker Market	Available	Available	Proforma Available	Available	Available	Available	22.06.2019	2014-15, 2015-16, 2016-17, 2017-18, 2018-19	Documents Complete

Superintendent
Department of Women
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