

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

F.44(12)/2022/DSW/Admn-II/Estt/ 9143-9152

Dated: 05 AUG 2022

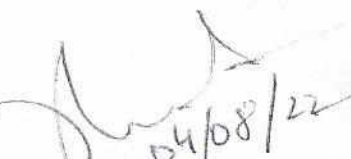
ORDER

In pursuance of Services Department order No. 81 endorsed vide no. F.3(3)/1/2021/S.III/1588-1595 dated 13/07/2022 and consequent upon their promotion to the post of Personal Assistant/Stenographer Grade-II (Non-Gazetted-Non-Ministerial-Group B) on regular basis in the pay matrix level of Rs.44900-142400 (i.e revised scale of Rs.9300-34800 plus Grade Pay of Rs.4600/-) and upon relieving from their concerned Departments/offices and subsequently their joining in the Department of Social Welfare as Personal Assistant, Gr-II Steno, the following Personal Assistants are hereby taken on strength & posted with effect from the date and at the place mentioned against their names with immediate effect:-

S.No.	Name of the Official & DOB	Present place of physical posting	New Place of physical posting	Taken on Strength with effect from	Posting for salary purpose
1.	Sh. Lalit, Personal Assistant (DOB: 05.06.1964)	Under Posting	Personal Branch of Joint Director (SW)	15.07.2022 (F/N)	DDO, DSW (HQ) against the vacant post of Gr-II, Personal Assistant w.e.f. 15.07.2022 (F/N)
2.	Sh. Rohit Kumar, Personal Assistant (DOB: 17.04.1987)	Under Posting	Personal Branch of Director (SW)	15.07.2022 (F/N)	DDO, DSW (HQ) against the vacant post of Gr-II, Personal Assistant w.e.f. 15.07.2022 (F/N)
3.	Ms. Anita Meena, Personal Assistant (DOB: 28.02.1992)	Under Posting	DD (Estate)	19.07.2022 (F/N)	DDO, DSW (HQ) against the vacant post of Gr-II, Personal Assistant w.e.f. 19.07.2022 (F/N)

Non-Compliance of the order shall be viewed seriously.

This issues with the approval of the Director (SW).



04/08/22
Dy. Director (Admn-I)

F.44(12)/2022/DSW/Admn-II/Estt/ 9143-9152
Copy for information & further necessary action to:-

Dated: 05 AUG 20

1. PPS to Secretary (SW), GLNS Complex, Delhi Gate, New Delhi.
2. PA to Director (SW), GLNS Complex, Delhi Gate, New Delhi.
3. PA to Joint Director (SW), GLNS Complex, Delhi Gate, New Delhi.
4. Dy. Secretary (Services-III), Services Department-III, 7th Level, Delhi Secretariat, New Delhi-110002 w.r.t. your office order no. 81 dated 13/07/2022.
5. Dy. Director (Vigilance), GLNS Complex, Delhi Gate, New Delhi.
6. Dy. Director (Estate)/Nodal Officer (Hindi), GLNS Complex, Delhi Gate, New Delhi.
7. DDO, GLNS Complex, Delhi Gate, New Delhi.
8. PAO concerned through DDO concerned.
9. Sr. System Analyst, DSW (HQ) with the request to upload the order on the website of the Department.

10. The Head of the Department, Education Department, GNCTD, Old Secretariat, New Delhi with the request to forward the service book & personal files (duly completed in all respect) in respect of Sh. Rohit Kumar, PA & Ms. Anita Meena, P.A. to the Section Officer (Admn-II), DSW (HQ).
11. Administrative Officer (Transport Department), GNCTD, 5/9, Under Hill Road, Delhi-110054 with the request to forward to the service book & personal files (duly completed in all respect) in respect of Sh. Lalit, P.A. to the Section Officer (Admn-II), DSW (HQ).
12. Official(s) concerned.
13. Bill Clerk.
14. Guard File.


04/08/22
Dy. Director (Admn-I)