

Dairy No. 595

Date 09/06/22

Joint Director (WCD) ADMIN

MOST URGENT
IMMEDIATE ATTENTION
PROMOTION MATTER

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (II)
(Delhi Secretariat, 5th Level, A-Wing, I.P. Estate, New Delhi-02)
(<http://services.delhigovt.nic.in>)

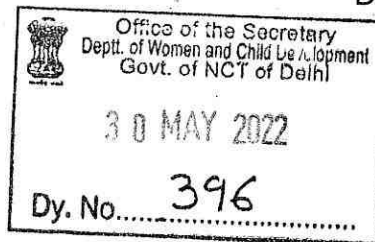
No.F.4/3/2020/S-II/1517-19

Dated: 25/5/22

To

The Head of the Departments,

(List enclosed)

Govt. of NCT of Delhi,
Delhi/New Delhi.Dairy No. 416
Date 01/06/22
Director (WCD)934/007/1
10/6/22Sub: **Promotion to the post of Grade-III (DASS) -Left out cases-regarding.**

Sir/Madam,

Kindly refer letters dated 01/11/10, 03/12/10, 25/03/11, 28/02/12, 17/05/12, 04/07/12, 30/08/12, 02/01/13, 03/04/2013, 20/06/13, 21/01/14, 30/04/14, 27/08/14, 13/03/15, 31/08/15, 16/12/15, 26/02/16, 20/06/16, 07/07/17, 30/11/17, 11/09/18, 14/06/19, 17/09/19, 25/02/2020, 20/08/2020, 29/01/2021 & 20/07/2021 wherein it was requested to forward the Integrity Certificate, Vigilance Clearance Report, Type Test Report & Annual Confidential Reports of Grade-IV (DASS) officials for consideration of their promotion to the post of Grade-III (DASS).

Further, attention is invited towards Circular No. F.3(1)/(3)/(2021)/S-II/884-85 dated 22.03.2022 issued by the Services Department (copy enclosed) vide which it was decided by the Competent Authority to hold the review DPC only on quarterly basis i.e., in every first week of January/April/July/October and this shall be the responsibility of the department concerned to provide the requisite documents complete in all respect for placing the left out cases before the Review DPC. However, despite best of efforts put in by the Services Department, the requisite information/documents in respect of the officials **as per list enclosed** are yet to be received from the department concerned.

As you are aware, that IC/VC/TIR & ACRs / APARs are the mandatory documents for assessing the suitability of an official for promotion. In the absence of requisite ACRs / APARs it has become a near impossible task for this department to consider the cases of officials for promotion.

Further, it is stated that the lapse/omission on the part of the Competent Authority in issuance of IC/VC in time has deprived otherwise eligible Grade-IV (DASS) from getting promotion to the next higher grade. As a result, this department is being flooded with RTI applications/litigations. Besides, providing of service particulars of an official is exclusively the subject matter of administrative department concerned and due to non-furnishing of the information by the department, the responsibility of non-promotion will be entirely of the concerned department.

Dial/WCD

Spl Dir (WCD)

JD (Admin)
10/6

Cm

Forwarded to
IT Branch, HQ
for uploading on
the website of
the Department
all concerned
DDO/HOO of
the Department
Submitted file

22/6/22

S.O.
(Admin)

: 2 :

The Competent Authority has viewed the above lapse of non furnishing of requisite documents by the officers concerned seriously and has desired that the above documents be furnished within 07 days to Services Department by the officer concerned failing which officers concerned will be held responsible for such serious lapse.

It is, therefore, once again requested that the service particulars, as detailed in the list enclosed, may kindly be forwarded to this department **within 07 days** from the date of issue of this letter to enable this department to finalize the cases of promotion. It may be ensured that the content of the letter is brought to the notice of officials concerned.

Yours faithfully,

Encl: As above.


(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

No.F.4/3/2020/S-II/1517-19

Dated: 25/5/22

Copy for necessary action to:-

1. Section Officer, CR Cell / ACP Cell, Services Department, Govt. of NCT of Delhi, 7th Level, Delhi Secretariat, Delhi, with the request to provide the Grading Chart of ACRs /APARs in respect of official(s) as per list enclosed to this department at the earliest.
2. The Section Officer (Co-ordination) with the direction to upload the circular on the official website of Services Department.


(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

LIST OF GRADE-IV (DASS) OFFICIALS (LEFT OUT CASES)

S.No.	Present Deptt.	Snty. No.	Name of Officials	DOB	CAT	Info/Doc Still awaited
1.	CEO	16195	SUNIL PANWAR	15/03/86	UR	IC/VC/TTR/ACR-12-13 TO 15-16 VIG. STATUS& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
2.	COOP	16754	DHARMENDRA SINGH	15/04/82	SC	IC/VC/ACR-13-14 TO 17-18 & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
3.	DAM	17086	HUKUAM SINGH	12/06/64	UR	IC/VC/TTR/APARs-2014-15 to 2018-19& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
4.	DCO	11366	G.VENKATA REDDY	19/04/71	PH	IC/VC/TTR/ACR-10-11 to 14-15& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
5.	DCO	15883	KISHAN PRASAD	13/05/63	UR	IC/VC/TTR/ACR-10-11 TO 14-15& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
6.	DCO	16545	RIMPI GOEL	24/08/84	UR	IC/VC/TTR/APAR-2012-13 TO 2016-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
7.	DCO	14327	BANWARI LAL KUMAWAT	01/06/71	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
8.	DCO	15036	OM PRAKASH	05/06/66	UR	IC/VC/TTR/ACR-2004-05 TO 08-09& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
9.	DCO (Div. in Consumer Dispute redressal Commission)	13745	ASHOK KUMAR	01/08/74	UR	IC/VC/TTR & decision of adverse remarks in ACRs-2003-04, 04-05, 04/05-08/05& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
10.	DCO (DIV. IN CS)	16155	SUNIL KUMAR	21/07/79	UR	IC/VC/TTR& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
11.	DCO/EDN	16091	GAURAV GARG	25/05/82	UR	IC/VC/TTR/ACR-11-12 TO 15-16& No penalty certificate or Penalty Completion Certificate (if any

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S.No.	Present Deptt.	Snty. No.	Name of Officials	DOB	CAT	Info/Doc Still awaited
						penalty is imposed upon the official).
12.	DCO/GAD	15479	MAYANK BAHADUR	16/11/80	UR	IC/VC/TTR & ACR-2009-10 TO 2013-14& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
13.	DCO/L&B	16543	NAVEEN KUMAR	26/08/82	SC	IC/VC/TTR/APAR-2012-13 TO 2016-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
14.	DCO/REHAB	14996	SHEORAJ SINGH	31/01/63	UR	IC/VC/TTR/ACR-05-06 TO 08-09 & status of D.P. & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
15.	DEV/EDN	13397	TARUNA CHAND	17/02/71	UR	IC/VC/TTR & ACR-2001-02 TO 2005-06& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
16.	DMC	10079	DALVINDER KAUR	11/08/66	UR	IC/VC & ACR-2009-10 to 2011-12 status of Vigilance case & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
17.	DRUGS	14709	NARESH KUMAR-I	10/03/65	UR	IC/VC/TTR ACR-10/04-03/05, 05-06 TO 08-09& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
18.	DSSSB	16825	PERVEEN KUMAR	20/04/78	SC	IC/VC/TTR/VIG. STATUS& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
19.	DT&T	13308	NARENDER SINGH	04/08/72	UR	IC/VC/TTR & ACR-2001-02 TO 2005-06& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
20.	DT&T	13711	TILAK CHAND	10/04/77	UR	IC/VC/TTR & status of criminal case& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
21.	DT&T	14678	MUNISH MAAN	11/07/79	UR	IC/VC/TTR & ACR-2004-05 TO 08-09 & Status of Vig. Case& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
22.	DT&T	16425	VINOD KUMAR	20/05/66	UR	IC/VC/TTR& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the

	Present Deptt.	Emp. No.	Name of Officials			
						official).
23.	DT&T	17058	YAGYADUTT	10/12/63	UR	IC/VC/TTR/APARs-2014-15, 15-16, 04/16-01/17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
24.	DT&T	17096	ASHA	09/09/69	SC	IC/VC/TTR/APAR-2018-19& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
25.	DT&T	17100	RAJ BALA	09/12/76	UR	IC/VC/TTR& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
26.	DT&T	17107	SEEMA AHMED	07/05/79	UR	IC/VC/TTR& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
27.	EDN	13789	ANINDITADEY	30/05/75	UR	IC/VC/TTR & ACRs-2013-14 TO 2017-18 Status of Vig. Case pending& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
28.	EDN	15254	GIAN PRAKASH	12/07/74	UR	IC/VC/TTR/ACR-08-09 to 12-13 & Vig. Case status& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
29.	EDN	16247	AMIT KUMAR	09/03/86	UR	IC/VC/TTR/ ACR-13-14 TO 17-18 & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
30.	EDN	14792	RAKESH KUMAR TOKAS	24/02/77	UR	IC/VC/TTR/ ACR-04-05 TO 08-09& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
31.	EDN	10937	CHAMAN LAL	12/12/66	SC	IC/VC/TTR/ACR-92-93 TO 96-97 & status of D.P. and criminal case pending in Tis Hazari Court & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
32.	EDN (Div. in Dy. CM Camp Office)	13723A	ARJUN SINGH	15/06/70	UR	IC/VC/TTR & ACR 09/03-12/03 TO 2006-07& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
33.	F&S	10451	MEENA MALHOTRA	02/05/63	UR	IC/VC/TTR/ACR-97-98, 98-99, 99-00, 4/00-7/01& No penalty certificate or Penalty Completion Certificate (if

(Signature)

S.No.	Present Deptt.	Snty. No.	Name of Officials	DOB	CAT	Info/Doc Still awaited
						any penalty is imposed upon the official).
34.	F&S	13000	RAJ BHUSHAN CHAUHAN	20/01/71	UR	IC/VC/TTR and Status of vig. Case pending & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
35.	F&S	16458	BIJENDER KUMAR	04/07/64	SC	IC/VC/TTR/APAR-12-13 TO 16-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
36.	F&S	17065	NEMU LAL RAM	15/01/67	SC	IC/VC/TTR/ APARs-2014-15 to 2018-19& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
37.	GAD	12913	SANJAY KUMAR DHANKHAR	08/01/72	UR	IC/VC/TTR & ACR-01-02 to 05-06 & Status of Vig. Case pending & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
38.	GAD	16694	DHEERAJ KUMAR	05/10/87	UR	IC/VC/TTR& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
39.	GAD/ACL	12954	RAJEEV KUMAR SACHDEV		UR	IC/VC/TTR & status of criminal case pending& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
40.	GAD/DCO	16322	NAND KISHORE	04/01/68	UR	IC/VC/TTR/APAR-12-13 TO 16-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
41.	GBPH	15971	AMBUJ SINGH RANABAT	01/07/87	UR	IC/VC/TTR/ACR-14-15 TO 18-19 & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
42.	GBPH	16377	KUMAR JI MISHRA	15/07/67	UR	IC/VC/TTR/APAR-11-12 TO 15-16& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
43.	L&B	11897	SHARDANAND DOBHAL	10/07/68	UR	IC/VC/TTR/VIG. STATUS & ACRs-4/10/2000-31/3/2001 TO 03-04& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
44.	L&B	13562	JITENDER KUMAR	30/10/65	SC	IC/VC/TTR/ACR-02-03 to 04-05

	Deptt.	No.	Officials			penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
45.	L&B	16599	VIPIN TOMAR	08/01/87	UR	IC/VC/TTR/APAR-2015-16 & 2017-18& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
46.	LAB	14830	RAJEEV KUMAR	09/07/71	UR	IC/VC/TTR & complete ACR folder& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
47.	LAW	14462	SURINDER SINGH	22/04/71	UR	IC/VC/TTR ACRs-01/03-03/03, 01/04-03/04, 04/05-09/05, Status of vig. Case& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
48.	LNH	15235	JITENDRA KUMAR PANDIYA	14/08/77	UR	IC/VC/TTR ACR 2008-09 TO 2011-12& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
49.	LNH	15999	RAJESH DAHIYA	10/07/81	UR	IC/VC/ACR-2011-12 to 2015-16 & Vig. Case status& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
50.	PANCH	15381	SUBHASH CHANDRA	15/10/63	UR	IC/VC/TTR & Vig. Case status& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
51.	PLG	16412	NARENDRA SINGH	30/04/70	SC	IC/VC/TTR& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
52.	TPT	13658	RAKESH KUMAR SHARMA	18/05/64	UR	IC/VC/TTR & ACRs 02-03 to 05-06, 04/06-12/06 and Status of vigilance case & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
53.	TPT	13784	VINAY KUMAR SHARMA	12/03/75	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
54.	TPT	16252	MANISH	30/09/84	UR	IC/VC/TTR& Vig. Case status
55.	TPT	16398	ROHTAS SINGH	02/06/67	UR	IC/VC/TTR& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).

S.No.	Present Deptt.	Snty. No.	Name of Officials	DOB	CAT	Info/Doc Still awaited
56.	TPT	16428	RAMASHARYA SHA	10/08/64	UR	IC/VC/TTR/APAR-12-13 TO 16-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
57.	TPT	16529	VIKAS	04/01/90	UR	IC/VC/TTR/APAR-2013-14-2016-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
58.	TPT	16645	JITENDRA YADAV	04/08/85	UR	IC/VC/TTR/APAR-2016-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
59.	UD	14831	TEJINDER GAHLAUT	01/08/68	UR	IC/VC/TTR/ACR- 08-09 to 12-13& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
60.	UD	15803	ROSHAN TIWARI	11/03/79	UR	IC/VC/TTR/ APAR-14-15 onwards& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
61.	UD	16334	PRAHLAD SINGH	02/06/65	UR	IC/VC/TTR/APAR-12-13 TO 16-17& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
62.	W&CD	13116	SANGEETA BHADAN	23/04/71	SC	IC/VC/TTR & ACR-99-2000 TO 2003-04 & status of penalty & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
63.	WNK	13835	HARI KUMAR G.	16/11/76	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
64.	WNK	12346	PROMILA MONGA SHARMA	02/09/70	UR	IC/VC/TTR/ACR-99-2000 & Decision of adverse remarks in ACR-2000-01 and decision of departmental proceedings & No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
65.	WNK	12391	VINOD KUMAR	01/09/69	UR	IC/VC/TTR/ACRs-99-00 TO 03-04& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).
66.	WNK	15507	VISHAL SUMAN	09/02/81	UR	IC/VC/TTR/ACR-09-10 to 13-14& No penalty certificate or Penalty Completion Certificate (if any penalty is imposed upon the official).

INTEGRITY CERTIFICATE

The records of service of Sh./Ms./Smt..... Grade-IV (DASS) who is to be considered for promotion to the post of Grade-III (DASS) have been carefully scrutinized and it is certified that there is no doubt about his/her integrity.

Signature of H.O.O./
Controlling Authority
Name & Designation / Seal

VIGILANCE CLEARANCE CERTIFICATE

On the basis of the records of service of Sh./Ms./Smt..... Grade-IV (DASS) who is to be considered for promotion to the post of Grade-III (DASS), it is certified that no vigilance case or disciplinary proceeding or criminal proceeding is pending against the said Sh./Ms./Smt..... and he/she is clear* from vigilance angle in terms of the instructions issued by the DoPT, GOI vide OM dated 14/09/1992 and instructions issued in this regard from time to time.

Signature of H.O.O./
Controlling Authority
Name & Designation / Seal

*In case the official is not clear from the vigilance angle, then the details of the case shall be provided.

PROMOTION TO THE POST OF GRADE-III (DASS)
PROFORMA FOR VIGILANCE, INTEGRITY & OTHER SERVICE PARTICULARS

1.	Name of the official (in Capital Letters)	:	
2.	Date of Birth	:	
3.	Seniority No.	:	
4.	Category (Gen/SC/ST)	:	
5.	Whether belongs to PH Category If yes, specify the details (HH/VH/OH)	:	
6.	Mode of Recruitment (DSSSB/ Compassionate / Redeployment / Promotion / Absorption)	:	
7.	Education Qualification	:	
8.	Present Department (with Date of Joining)	:	
9.	Whether Integrity Certified (Yes/No) (Please attach the Integrity Certificate)	:	
10.	Whether any Vigilance case/Police case is pending/ Contemplated against the official (Yes/No). If yes, details thereof (Enclose copy of the Order)	:	
11.	Whether any charge sheet is issued under CCS(CCA) Rules, 1965 (Yes/No). If yes, details thereof	:	
12.	Whether any penalty in operation/ imposed (Yes/No) If yes, details thereof (Enclose copy of the Order)	:	
13.	Whether any criminal case is pending against the official (Yes/No). If yes, details thereof	:	
14.	Type Test (Passed / Exempted), Give Letter No. & Date. Exemption granted w.e.f. _____ (Enclose attested copy of the order)	:	
15.	Period of regular service rendered	:	
16.	Details of Previous Postings, since appointment (use separate sheet, if required)		
	Name of the Departments	From (DD/MM/YYYY)	To (DD/MM/YYYY)
17.	Present Residential address	:	
18.	Telephone/Mobile Number	:	
19.	Any other information if relevant	:	

(Signature of Head of the Office)
Name of HOO with seal