

**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.4/50/2009/S.II/ 1519-24

Dated: 20/07/2023

To

All the Head of Department,
Govt. of NCT of Delhi,
Delhi/New Delhi.

Sub.: Regularization to the post of Grade-III (GNCTDSS) – regarding.

Madam/Sir,

Kind attention is invited to this department's letters dated 08/09/97, 18/10/97, 02/01/98, 16/02/98, 16/6/98, 06/07/98, 31/07/98, 31/08/98, 20/11/98, 07/10/99, 14/02/02, 15/05/02, 02/09/02, 02/12/02, 30/01/03, 17/07/03, 12/12/03, 27/08/04, 14/12/07, 13/06/08, 17/07/08, 26/09/08, 01/12/08, 16-19/12/08, 20/05/09, 04/02/10, 17/05/10, 16/08/11, 09/04/12, 26/06/12, 27/08/2012, 11/01/2013, 19/03/13, 23/08/13, 28/05/14, 22/10/14, 10/09/15, 10/03/16, 08/11/17, 14/06/19, 29/07/2020, 05/03/2021 & 02/07/2021 wherein it was reiterated to forward the service particulars and attested copy of service book in respect of officials mentioned in the list enclosed.

However, even after a lapse of considerable time and even after providing the information available with this branch, the requisite service particulars are still awaited.

In the absence of requisite service particulars and ACRs/APARs, it has become a near impossible task for this department to place the regularization cases of these officials before the Review DPC. As a result, this department is being flooded with RTI applications/litigations.

As you are aware, ACR/APAR is one of the mandatory documents required for assessing the suitability of an official for appointment on regular basis. In almost all the cases ACRs/APARs of the requisite period are not made available.

In case, the requisite ACRs/APARs are not available with the previous Department/Present Department, then a non-reporting / not traceable certificate and all available ACRs/APARs (preceding/succeeding period) may be provided, so that the matter could be taken up accordingly. Further, the official concerned may also be directed to provide the details of Reporting/Reviewing officer, place of posting/branch during the period under reference.

In view of the position explained above and also to avoid any inconveniences/litigations/contempt proceedings, it is once again requested that all endeavor be made to provide the requisite information in respect of officials (as mentioned in the list below) forthwith.

S. No.	Present Deptt.	Previous Deptt.	Snty. No./ Category	Name of Officials/ DOB	Date from which to be regularized	Documents Required
1.	F&S	DSW	9044/UR	Ashok Kumar/ 28.06.65	19.12.94	IC/VC/TTR/SB/ACRs-89-90 to 93-94/ complete ACR folder
2.	NHMCH	DCO	11492/ST	Narender Kumar 24.10.63	19.12.94	IC/VC/TTR/SB/ ACRs-91-92 to 93-94/ complete ACR folder
3.	WNK	DEV/TTE	8917/UR	Ravinder Singh Bentok/ 10.04.65	19.12.94	IC/VC/TTR/SB/ACRs-89-90 to 93-94/ complete ACR folder
4.	WNK	DCO	10904/SC	Dinesh Kumar/ 31.03.68	19/07/97	IC/VC/TTR/SB/ACRs-10/92-03/93, 94-95 & 96-97/complete ACR folder

Further, it is requested that the contents of this circular may please be brought to the notice of the official concerned.

All the HOD's are requested to check the GNCTDSS cadre data in their department in respect of officials mentioned at Sl. No.03 & 04 in the above table and provide a certificate to this Department within 10 days regarding officials at Sl. No.03 & 04 are working/not working their department.

This may please be treated as **URGENT**.

This issues with the prior approval of the Competent Authority.

Yours faithfully,


(BHAIRAB DUTT)

DY. SECRETARY-II (SERVICES)

Dated: 20/07/2023

No.F.4/50/2009/S.II/ 1519-24

Copy forwarded for information and necessary action to: -

- 1) The Assistant Commissioner (Admn), Department of Food Supplies & Consumer Affairs, K-Block, Vikas Bhawan, I.P. Estate, New Delhi – 110002
- 2) The Admn. Officer, Nehru Homoeopathic Medical College & Hospital, B-Block, Defence Colony, New Delhi - 110024
- 3) Official Concerned through the Administrative Department.
- 4) The Section Officer, ACR/APAR Cell, Services Department, Govt. of N.C.T. of Delhi, with the request to provide the ACR/APAR Folder in respect of the Grade-III (GNCTDSS) officials mentioned in the list enclosed, to this department at the earliest so as to process the matter further.
- 5) The Section Officer (Co-ordination) with the direction to upload the letter on the official website of Services Department.


(BHAIRAB DUTT)

DY. SECRETARY-II (SERVICES)