

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

No.F.3 (1)/(3)/2023/S-II/ 3163-65

Date: 27/12/2023

To

The Assistant Commissioner(Admn.),
Department of Food, Supplies & Consumer Affairs,
Govt. of NCT of Delhi,
K-Block, Vikas Bhavan, I.P. Estate,
New Delhi-110002.

Sub: Promotion of Grade-III officials to the post of Grade-II(DSS)/Asstt. Section Officer- regarding

Sir/Madam,

In continuation to this department letter dated 23/11/2023 on the subject cited above, I am directed to request that the service particulars of the following official, i.e., Integrity & Vigilance certificate (Annexure-B), service particulars proforma (Annexure-C) /APARs 2017-18 to 2021-22 / Penalty imposing order/ Penalty Completion Certificate/ copy of suspension order, charge-sheet & treatment of suspension period(if any), after verifying the details from his service records, may be made available to this department:

S. No.	DEPTT	NAME	DOB/SNTY. NO./CTG.	DETAILS OF PENALTY IMPOSED AS PROVIDED BY THE ADMINISTRATIVE DEPTT
1.	F&S (SDCDRC)	N.K. Paswan	U99260 7/03/19 SC	PENALTY IMPOSED FOR WITHHOLDING OF INCREMENTS OF PAY FOR A PERIOD OF 3 YEARS VIDE TPT DEPTT ORDER DT. 11/12/2020

The requisite information **strictly in the prescribed proforma as per Annexure 'B' & 'C'** may be made available at the earliest to facilitate assessment of his suitability for promotion to the post of Grade-II (DSS).

It may be noted that only those officials will be considered whose record is made available and in case any official does not get considered due to non-furnishing of requisite documents/papers/information by the concerned Department, the responsibility shall rest with the concerned Department.

This may be treated as **MOST URGENT** and necessary documents may be furnished to this department at the earliest.

Yours faithfully,

Encl: Annexure 'B' & 'C'

(BHAIRAB DUTT)

DY. SECRETARY(SERVICES)

No.F.3 (1)/(3)/2023/S-II/ 3163-65

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Copy forwarded to the following for information & necessary action:-

1. Section Officer(Co-ordination), Services Department with the request to upload the letter on the official website of Services Department.
2. Section Officer, Services-IV Branch, Services Department with the request to provide complete ACRs/APARs folder in respect of above mentioned official.

(BHAIRAB DUTT)

DY. SECRETARY(SERVICES)