

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (ACP CELL)
5th LEVEL 'A' WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI

(<http://services.delhigovt.nic.in>)

No.F.9 (5)/2003/ACP/Prom. Cell/Services/ 706

Dated:- 22/09/2018

To

All Head of Departments,
Govt. of N.C.T. of Delhi,
New Delhi.

Sub: - Implementation of ACP/MACP Scheme to DASS/Steno Cadre.

Madam/Sir,

The Assured Career Progression Scheme (ACP) has been implemented by Govt. of NCT of Delhi as per the instructions of DoPT, GOI vide OM No. 35035/1/97-Estt (D) dated 09.08.1999. The scheme has been endorsed by Finance Budget Department, Govt. of NCT of Delhi vide order No. F.14(2)/99-Fin(B) dated 27.08.1999 and accordingly, 1st/2nd financial upgradation are considered by the designated Screening Committee on completion of 12/24 years of regular service without any/one promotion. The ACP scheme was operational from 09.08.1999 to 31.08.2008.

The ACP Scheme has been replaced by Modified Assured Career Progression Scheme (MACP) w.e.f 01.09.2008 vide DoPT, GOI vide OM No. 35034/3/2008-Estt (D) dated 19.05.2009. The scheme was endorsed by Finance Budget Department, Govt. of NCT of Delhi vide order No. F.11(4)/2006-Fin(B)/PT.II/dsfb/1192-1297 dated 27.05.2009 to grant three financial upgradation at interval of 10,20 & 30 years of continuous regular service.

ACP Cell, Services Department is processing ACP/MACP cases of DASS/STENO Cadre Officers/officials. The financial upgradation under ACP/MACP Scheme is due as under:

Financial Upgradation	Eligibility Criteria
1 st ACP/MACP	On completion of 12 years of regular service on or before 31.08.08 without any promotion/financial upgradation OR On completion of 10 years of regular service on or after 01.09.2008 without any promotion/financial upgradation.
2 nd ACP/ MACP	On completion of 24 years of regular service on or before 31.08.08 with one promotion/financial upgradation OR On completion of 20 years of regular service on or after 01.09.2008 with one promotion/financial upgradation.
3 rd MACP	On completion of 30 years of regular service on or after 01.09.2008 with two promotion/financial upgradation.

During processing of ACP/MACP cases it was noticed that the ACP/MACP benefits are due to the Officers/officials long back implying that the ACP/MACP cases are not being forwarded by the Administrative Department on time.

Therefore, all the Administrative Departments are hereby requested to identify the Officers/officials whose ACP/MACP benefits have already been accrued and to forward their service particulars to this Department in the enclosed performa within ten days. The cases in which the MACP benefits are to be accrued by December 2018 may also be forwarded as per instructions at Para 6 of DoPT, GOI, OM dated 19.05.2009.

This issues with the approval of Competent Authority.

Encl : As above.

Yours faithfully,


(ASHWANI KUMAR MEHTA)
DEPUTY SECRETARY (SERVICES)

1. Name of the Official :
2. Date of Birth :
3. Date of initial appointment with Post and pay scale :
4. Mode of Recruitment(SSC/Compassionate/Redeployed/Absorption/Promotion) and Date of entry in service in Govt. of Delhi :
5. Present Grade Pay/Pay Level :
6. Date of Grant of NFS/NFSG :
7. Date of 1st/2nd regular promotion (Including in-situ promotion) with Post and Pay scale. : 1st _____ 2nd _____
8. (a) Details of 1st Financial upgradation ACP/MACP Scheme : Date of Order _____ w.e.f _____ under Pay Scale _____
- (b) Details of 2nd Financial upgradation under ACP/MACP Scheme : Date of Order _____ w.e.f _____ Pay Scale _____
9. Vigilance Report (At HQ level) (Also from DOV in case of Gr-I & above) :
10. Whether the official was/is under Suspension/Departmental/Vigilance Case being contemplated/pending. If so, attach a brief note and copy of Charge-Sheet. :
11. Whether any penalty was/ is imposed on the official. If so, details thereof along-with a copy of relevant order. :
12. E.O.L. on private affairs, if any (enclose relevant copies thereof) :
13. Whether Integrity Certified (Yes/No) :
14. Type Test Report (Passed/Exempted), along with relevant copy of order, If exempted date w.e.f. Exemption granted. :
15. Whether promotion denied. If yes, reason thereof. :
16. Contact Number: : Office _____ Mobile _____
17. Other details, if any, relevant as per the ACP Scheme. :

Certified that the above particulars are verified from the Service Book of the Officer/official concerned.

(Signature of the Competent Authority) with seal

CHECK LIST

1st/2nd ACP/MACP or 3rd MACP case of Smt./Ms./Sh.....

S.no	Documents required	Enclosed	Not Enclosed	If not enclosed (Reasons)
1.	Duly filled performa attested by HOO			
2.	Integrity certificate			
3.	Vigilance Clearance at HQ Level			
4.	Vigilance clearance from DOV in case of Officers of the rank of Grade -I (DASS/Steno) & above.			
5.	Type test exemption report			
6.	ACRs/APAR of the preceding five years from the date of eligibility.			

Signature
Name & Designation