

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT- (ACP CELL)
A WING, 5TH LEVEL, DELHI SECRETARIAT,
NEW DELHI 110002
(<http://services.delhigovt.nic.in>)**

No F.13(3)/2015/NFSG/Gr.III(DASS)/Ser(ACP)/Vol.III/ **679-682**

Dated: **31/8/18**

To,

1 The Chief Electoral Officer,
Chief Electoral Office,
Govt. of NCT of Delhi,
Old St. Stephen's College Building,
Kashmere Gate, Delhi-06

2 The Director,
Woman & Child Development,
Govt. of NCT of Delhi,
1, Canning Lane, New Delhi.

Sub: Preparation of panel of eligible Grade III (DASS)/UDC for considering grant of Non-Functional Selection Grade (NFSG)- seeking requisite documents in respect of eligible officials for consideration by Internal Screening Committee reg.

Madam/Sir,

In continuation to this office letter dated 12.05.2015 and subsequent communication including latest letter dated 11.05.18, I am directed to inform that this department is in receipt of Tentative Eligibility list in respect of Sh. Suresh Chand Gr.III(DASS)/ Sr. Assistant with eligibility 22.06.11 (02 official)) from Cadre Controlling Authority i.e. S-II Branch for considering grant of Non functional Selection Grade (NFSG) in PB -2 Rs.9300-34800 with Grade Pay of Rs.4200/- (Level 6 of Pay Matrix Table under 7th CPC i.e. Rs. 35400-112400) with reference to this department Order No 58 (F.2/37/2008/S.I/Lit./Vol.II) dated 03.02.2015 and OM no. F.3(5)/(1)/NFSG/s-ii/2015/987-992 dated 29.04.15.

It is, therefore, requested to furnish the requisite information in the enclosed format in respect of the eligible officials as per **Annexure I and II** to facilitate assessment of their suitability for grant of Non Functional Selection Grade (NFSG) in PB -2 Rs.9300-34800 with Grade Pay of Rs. 4200/-.

If the officials, as per the Annexure, has expired/resigned/removed from service or promoted/appointed to higher grade/post or transferred/sent on deputation to other department, then the necessary information may be provided to this department. If whereabouts of any of these officials are not known, then the action being taken/already taken in such cases and orders, if any, passed in this regard by the Competent Authority may also be provided to this department. Service particulars of such officials may also be sent to this department so that further correspondence can be made as and when required.

Further, it is requested that ACRs/APARs of the officials, pertaining to the preceding **05** years with reference to the eligibility date as mentioned in the annexure (eg. in case the eligibility date is 22.06.2011, then ACRs/APARs pertaining to the period 2006-07 to 2010-11) along with duly filled enclosed proforma, signed and stamped by concerned Head of Office, may be forwarded to Section Officer ACP Cell, Services Department, GNCT Delhi immediately. In case ACRs/APARs of the above mentioned 5 years period are not available, ACRs/APARs for immediately preceding years may be sent alongwith reasons as to the non-availability of ACRs/APARs during the period under consideration.

The eligibility date as mentioned in the Annexure for considering cases for grant of NFSG is tentative as seniority of some of the official is yet to be finalized. The list of the eligible Sr. Asstt/Gr.-III (DASS) officials is available on the official web site of Services Department, GNCTD.

It may also please be noted that only those Grade III (DASS)/UDC, will be considered by the Internal Screening Committee, whose requisite information/documents are made available and in case any official is not considered due to non-furnishing of information by the concerned department, the onus shall rest with the department only.

This may be given PRIORITY and necessary documents may be furnished to this department within **10** days of receipt of this letter.

Yours faithfully,

Encl: As above


(ASHWANI KUMAR MEHTA)
DY. SECRETARY (SERVICES)

No F.13(3)/2015/NFSG/Gr.III(DASS)/Ser(ACP)/Vol.III/ **679-682**

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Copy to:

- 1) Section Officer (Coordination), Services Department, Govt. of NCT of Delhi with the request to upload the Letter/Annexure on the website of Services Department, Govt. of NCT of Delhi.
- 2) Section Officer(S-IV), Services Department, Govt of NCT of Delhi with the request to forward the complete ACR folders in r/o the officials named in the list enclosed to S.O (ACP Cell)


(ASHWANI KUMAR MEHTA)
DY. SECRETARY (SERVICES)

Annexrue-I

S. No.	Name of the official	DOB	Present Deptt.	Cat	Date of Entry	Date of promotion	U Snty	L Snty	Tentative Eligibility Date
1	Suresh Chand	02.11.70	W & CD	SC	10.08.92	04.02.2002	U7847A	L11925	22.06.2011

Annexrue-II

S. No.	Name of the official	DOB	Present Deptt.	Cat	Date of Entry	Date of promotion	U Snty	L Snty	Tentative Eligibility Date
1	Vinod Kumar	24.05.66	Taken VRS from Chief Electoral Officer w.e.f. 09.07.12	UR	06.06.86	27.05.98	U7018	L9611	22.06.2011

PROFORMA FOR VIGILANCE/INTEGRITY REPORT
FOR GRANT OF NON FUNCTIONAL SELECTION GRADE (NFSG)

1. Name of the official (in capital letters) :
2. Date of Birth :
3. Date of initial appointment on regular basis with Post and pay scale :
4. Date of promotion as Sr.Asstt./Gr.-III (DASS) :
5. Category (UR/SC/ST/OBC/PH) :
6. Whether integrity certified (YES/NO) :
7. Date of completion of 05 years approved service as Sr. Asstt./Gr. III (DASS) :
8. Period of non qualifying service, if any. (i.e. EOL on private affairs/Dies Non etc.) :
9. Whether MACP/ACP benefits is granted, if so, details thereof along with copy of relevant orders. :
- 10 **VIGILANCE STATUS AS ON DATE OF ELIGIBILITY** :
 - (i) Whether any vigilance case is pending/ contemplated against the official? (YES/NO). If yes, details thereof along with copy of relevant orders. :
 - (ii) Whether any charge sheet is issued under CCS(CCA) Rules 1965 ? (YES/NO). If yes, details thereof along with copy of relevant orders. :
 - (iii) Whether any penalty in operation/ imposed? (YES/NO). If yes, details thereof along with copy of relevant orders. :
 - (iv) Whether any criminal case is pending against the official? (YES/NO). If yes, details thereof along with copy of relevant orders. :
11. Any other information :

Signature of Head of Office:

Name of HOO with seal:

Department: