

GOVT. 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)/(6)/2020/S.II/Vol.-I/ **848-50**

Dated **21/3/22**

To

✓ The Addl. Inspector General (Admn.)
Central Jail,
Govt. of NCT of Delhi,
Tihar, Delhi.

Sub:- Consideration for promotion to the post of Gr.-II (DASS) in respect of Ms. Parul, Grade-III (DASS).

Sir,

With reference to the subject cited above, I am directed to inform that Ms. Parul (DOB:07/04/68/UR) has been assigned Seniority No. 10606B in Gr.III (DASS) vide letter dated 08/03/2022. Subsequent to assignment of seniority, the official becomes eligible for consideration for promotion to the post of Grade-II (DASS) on regular basis.

In view of above, it is requested to provide the service particulars i.e. Integrity Certificate, Departmental Vigilance Clearance (Annexure-B) and proforma (Annexure-C) in respect of Ms. Parul (DOB-07/04/68 /UR), Grade-III (DASS) for considering his case for promotion to the post of Grade-II (DASS).

Yours faithfully,

Encl: Annexure - B & C.


(JASWINDER SINGH)
SECTION OFFICER (S-II)

Dated **21/3/22**

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Copy forwarded for information and further necessary action to:

1. Section Officer, Services-IV Branch, Services Department with the request to provide APARs for the period 2015-16 to 2019-20 in respect of Ms. Parul (DOB: 07/04/68), Grade-III (DASS).
2. Section Officer(Co-ordination) with the request the direction to upload the letter on the official website of Services Department.


(JASWINDER SINGH)
SECTION OFFICER (S-II)

INTEGRITY CERTIFICATE

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

**Signature/Stamp of H.O.O./
Controlling Authority**

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VIGILANCE CLEARANCE CERTIFICATE

On the basis of the records of service of Sh./Ms./Smt..... Grade-III (DASS) who is to be considered for promotion to the post of Grade-II (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/Stamp of H.O.O./
Controlling Authority**

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

Annexure - C

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

1. Name of the official (in capital letters) :
2. Date of Birth :
3. Seniority No. in Gr.III (DASS)/Kanungo :
4. Qualification :
5. Category (Gen/SC/ST) :
6. PH Sub-Category (VH/DD/Ortho) :
7. Present Department (with date of joining):
8. Whether Integrity Certified (Yes/No) :
9. Whether any Vigilance case is pending/ :
Contemplated against the official
(Yes/No) If yes, details thereof
10. Whether any charge sheet is issued :
Under CCS(CCA) Rules, 1965 (Yes/No)
If yes, details thereof
11. Whether any penalty in operation/imposed:
(Yes/No) If yes, details thereof
12. (a) Whether any criminal case is pending:
against the official (Yes/No). If yes,
details thereof.

(b). Whether charge sheet submitted in :
the said case in the court against
the official(Yes/No). if yes, detail thereof.
13. Previous Departments, since entry into
Government Service (use separate sheet, if required)

S.No.	Departments	From (DD/MM/YY)	To (DD/MM/YY)
1.			
2.			
3.			

14. Present Residential address :
15. Telephone/Mobile Number :
16. Any other information :

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