

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT (III)  
7<sup>TH</sup> LEVEL, B-WING, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI  
(<http://services.delhigovt.nic.in>)

F.3 (1)/(2)/2018/S-III/ 338-374

Date: 23 | 01 | 2018

ORDER No. 03

The following Personal Assistants & Stenographers transferred vide this Department's Order as detailed hereinunder are hereby **STAND RELIEVED** of their duties **w.e.f. 31/01/2018 (A/N)** with the direction to report to new place of posting on **01/02/2018 (F/N)** without waiting for any formal relieving from their present department:

Sl. No.	Name of the official, DoB & Desgn.	Present Deptt.	Trfd. To	Order No. & Order Dated	
1	HUKAM CHAND (10/08/1971) Personal Assistant	GAD	COOP	26	19-Jun-17
2	SUMAN LATA (02/01/1965) Personal Assistant	MAMC (Div. in H&FW)	MAMC (for all Purpose)	48	10-Aug-17
3	P.SUNITA (09/10/1973) Personal Assistant	MAMC (div. in H&FW)	MAMC (For all purpose)		
4	JITENDER SINGH (25/06/1985) Stenographer	EDN	DSSSB	53	18-Aug-17
5	SANJAY SINGHAL (27/09/1960) Private Secretary	EDN	LGS (On diverted capacity)	59	13-Sep-17
6	SURENDRA KUMAR VERMA (07/08/1970) Personal Assistant	TTE	C.JAIL	83	01-Nov-17
7	VEENA ARORA (27/05/1964) Private Secretary	BMH	CEO	93	28-Nov-17
8	ANJANA SHARMA (15/03/1973) Personal Assistant	DCO (Div. in PWD)	DOV	97	04-Dec-17
9	VIJAY KUMAR (08/06/1973) Personal Assistant	DOV	Audit (Div. in Services)		
10	RAJ KUMARI (09/08/1965) Personal Assistant	DHS (CDMO South West)	PLG (Div. in DOV)		
11	B.R.JOSHI (20/12/1965) Personal Assistant	DOV	PAO (Div. in PWD)	103	15-Dec-17
12	SUBHASH CHANDRA KUMAR (03/02/1978) Personal Assistant	DCO	(Home) (on diverted capacity from DCO)		
13	SUSHMA RANI (16/07/1973) Personal Assistant	AUDIT (div.in DOV)	MAMC		
14	HARISH CHANDER (21/10/1962) Private Secretary	IND	GAD	105	21-Dec-17
15	MEETA BANERJEE (14/03/1964) Private Secretary	GAD	IND		

Further, the transfer/posting order No. 53 dated 18/08/2017 in respect of Sh.Rajnish Yadav and Order No. 96 dated 04/12/2017 in respect of Smt. Savita both Stenographer (erstwhile Stenographer, Grade-III) are hereby cancelled with retrospective effect.

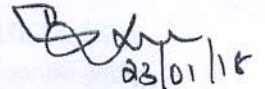
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From Pre-page :

Non-compliance will be viewed seriously and disciplinary action as deemed fit shall be initiated without any further reference.

This issues with the prior approval of the Pr. Secretary(Services).

  
23/01/18

(D.KARTHIKEYAN)  
DY. SECRETARY -II(SERVICES)  
Ph. No. 23392447

F. 3(1)/(2)/20187/S-III/ 338 -377

Date: 23 | 01 | 2018

Copy forwarded to the following for information and further necessary action: -

1. The Concerned Head of the Department, GNCT of Delhi with the request to serve a copy of the order upon the concerned official. It is also requested to intimate the relieving /joining of the official immediately.
2. Personal Branch of Pr.Secretary/Special Secretary(Services), Services Department, GNCT of Delhi.
3. The Section Officer (Coord.), Services Department, GNCT of Delhi, with the request to upload the order on the official website of the Services Department
4. Official concerned Sh./Smt. \_\_\_\_\_ with the direction to forward a copy of joining report to this department for information and record.
5. Guard file Register.

  
23/01/18  
(D.KARTHIKEYAN)  
DY. SECRETARY -II(SERVICES)