

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT: SERVICES-I BRANCH
DELHI SECRETARIAT: 7TH LEVEL: B-WING
I.P. ESTATE: NEW DELHI - 110002.
<http://services.delhigovt.nic.in>
Tel:011 - 23392038

No.F.30/03/2016/S.I/356

Dated: 06-08-2019

OFFICE MEMORANDUM

Subject:- Strengthening of administration- periodical review under FR 56(j) and Rule 48 of CCS (Pension) Rule, 1972 and FR 56(l) - Formation of Review Committees.

The undersigned is directed to refer to this department's order No. 305 and 306 dated 02/07/2019 vide which Review Committees had been constituted to review the service records of Ex-Cadre Officers/Officials and DASS/Steno officer/official of Government of NCT of Delhi in accordance with the guidelines issued by DOP&T on the subject from time to time.

2. Keeping in view the large number of employees whose performance would be required to be assessed and in order to expedite and smoothen the exercise of the periodical review of performance of Government servants under FR 56 (j), FR 56 (l) and Rule 48 of CCS (Pension) Rules, 1972, the competent authority, in **partial modification** of order no. 305 and 306, is pleased to order as follows with regard to composition of "Reviews Committees" to assess the performance under the provision of FR 56(j), FR 56(l) and Rule 48 of CCS (Pension) Rules, 1972:

(i) For Group-A and Group-B Officers of organised Cadres i.e. DASS, Steno, IT, Accounts and Planning & Statistical, whose Officers/Officials are transferred and posted in various departments:

1.	Principal Secretary/Secretary of the Cadre.	Chairperson
2.	Special/Additional Secretary (Finance), for DASS and Steno Cadre. Special/Additional Secretary of the Cadre Controlling Department for other cadres.	Member
3.	Special Secretary/Additional Secretary, Services Department Govt of NCT of Delhi.	Member
4.	Special Secretary/Additional Secretary Vigilance Department of Govt. of NCT Delhi.	Member
5.	Additional Secretary/Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the department concerned.	Member

(ii) For Group-C posts of organised Cadres i.e. DASS, Steno, IT, Accounts and Planning & Statistical:

1.	Special Secretary of the Cadre Controlling Department.	Chairperson
2.	Joint/Deputy Secretary (Finance), for DASS and Steno Cadre. Joint/Deputy Secretary of the Cadre Controlling Department for other cadres.	Member
3.	Joint Secretary/Deputy Secretary, Services Department of Govt. of NCT Delhi	Member
4.	Joint Secretary/Deputy Secretary/Assistant Director, Vigilance Department of Govt. of NCT Delhi	Member
5.	Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the concerned department.	Member

(iii) For Group-A and Group-B Officers of Ex-Cadre (Other than DANICS/DASS/Steno/IT/Accounts/Planning and Statistical) :

1.	Principal Secretary/Secretary of the concerned department.	Chairperson
2.	Special Secretary/Additional Secretary of the concerned department.	Member
3.	Special Secretary/Additional Secretary, Services Department Govt of NCT of Delhi.	Member
4.	Special Secretary/Additional Secretary Vigilance Department of Govt. of NCT Delhi.	Member
5.	Additional Secretary/Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the department concerned.	Member

(iv) For Group-C/D Officials of Ex-Cadre (Other than DASS/Steno/IT/Accounts/Planning and Statistical):

1.	Head of the Department	Chairperson
2.	Joint Secretary/Deputy Secretary of the department concerned.	Member
3.	Joint Secretary/Deputy Secretary, Services Department, GNCT of Delhi.	Member
4.	Joint Secretary/Deputy Secretary/Assistant Director, Vigilance Department of Govt. of NCT Delhi	Member
5.	One Joint Secretary/Deputy Secretary rank officer of Govt. of NCT Delhi representing SC/ST Community to be co-opted by the department concerned.	Member

3. Principal Secretary/Secretary of the Department/Cadre Controlling Authority may co-opt a Member not below the rank of Deputy Secretary in the above said Committees, if need be, from the department where the employee whose case is under consideration under FR 56(j), FR 56(l) and Rule 48 of CCS (Pension) Rules, 1972, is physically working.

4. In addition to above, the Secretary of the Department/Cadre Controlling Authority is empowered to constitute appropriate **internal committees to assist the Review Committees** in reviewing the cases. These committees will ensure that service record of the employee being reviewed, along with a summary bringing out all relevant information, is submitted before the Review Committee in time bound manner.

5. The Review Committee shall carry out periodical review of the service records of Officers/Officials of Government of NCT of Delhi in accordance with the guidelines issued by DOP&T from time to time and submit its recommendations for further consideration by the Appropriate Authority concerned as per the provisions of FR 56 (j), FR 56 (l) and Rule 48 of CCS (Pension) Rules, 1972.


(S.N.MISRA)

SPECIAL SECRETARY-I (SERVICES)

No.F.30/03/2016/S.I/ 356

Dated: 06.08.2019

Copy to:

1. Principal Secretary to Lt. Governor, Delhi.
2. Additional Secretary to Chief Minister, Govt. of NCT of Delhi.
3. Secretary to Dy. Chief Minister, Govt. of NCT of Delhi.
4. Secretary to Speaker, Delhi Vidhan Sabha, Delhi.

5. Secretary to Deputy Speaker, Delhi Vidhan Sabha.
6. Secretaries to all Ministers, Govt. of NCT of Delhi.
7. OSD to Leader of Opposition, Govt. of NCT of Delhi.
8. OSD to Chief Secretary, Govt. of NCT of Delhi.
9. Additional Chief Secretary (Finance/Home/Planning), Govt. of NCT of Delhi.
10. Principal Secretary (AR), Govt of NCT of Delhi.
11. Secretary (Services), Govt. of NCT of Delhi
12. Secretary (Vigilance), Govt. of NCT of Delhi
13. Special Secretary (Services), Govt of NCT of Delhi.
14. Special Secretary (Vigilance), Govt of NCT of Delhi.
15. Special Secretary (AR), Govt of NCT of Delhi.
16. All Pr. Secretaries/Secretaries /Spl. Secretaries/Addl. Secretaries, GNCTD, Delhi.
17. All HODs/Local Bodies/Public Undertakings, Govt. of NCT of Delhi, Delhi.
18. Section officer (Coordination), Services Department, Govt. of NCT of Delhi - *with the request to upload this order on website of Services Department.*
19. Guard file/Personal file.

Copy forwarded for information to :-

1. Under Secretary (Establishment), Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training. New Delhi.
2. Under Secretary (UTS-II), Govt. of India, Ministry of Home Affairs, North Block, New Delhi.



(S.N.MISRA)

SPECIAL SECRETARY-I (SERVICES)