

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT- (III)
B WING, 7TH LEVEL, DELHI SECRETARIAT, NEW DELHI 110002.
(<http://services.delhigovt.nic.in>)

No.F.3 (3)(1)/2016/ S.III/1401-1403

Dated: 20/05/2016

To

All the concerned Head of Departments,
Govt. of NCT of Delhi,
Delhi/New Delhi.

Sub: Promotion of Grade III Stenographers to the post of Grade II Stenographers-reg.

Sir/Madam,

I am to say that this department is in the process of preparing a panel of eligible Grade III Stenographers for consideration of their promotion to the post of Grade II Stenographers, in the pay scale of Rs.9300-34800 plus Grade Pay of Rs.4600/-.

It is, therefore, requested that APARs for the preceding five years (i.e., from 2010-11 to 2014-15), as well as, Integrity Certificate, Vigilance Report and no penalty certificate in respect of all eligible Grade III Stenographers as per Annexure A, may kindly be furnished to this department at the earliest. In case the requisite APARs have not been written, a non-reporting certificate may be sent for the relevant period.

Further, the requisite information in respect of all the officials may be made available strictly on the proforma enclosed as Annexure-'B' to facilitate assessment of their suitability for the post of Grade II Stenographer.

If any of the officials has expired/resigned/removed from service, promoted/ appointed to higher grade/post or transferred/sent on deputation to other department, then the necessary information may be provided to this department. Service particulars of the officials may also be sent to this department so that further correspondence can be made as and when required.

It may please be noted that only those Grade III Stenographers will be considered for promotion, whose records are made available and in case any official is not considered for promotion due to non-furnishing of information by the concerned department, the onus shall rest with the department only.

This may be please be given PRIORITY and necessary documents may be furnished to this department latest by **10.06.2016**.

Yours faithfully,

Anupma Chakravorty

(ANUPMA CHAKRAVORTY)
DY. SECRETARY -II (SERVICES)

Encls: Annexure A & B.

No.F.3 (3)(1)/2016/ S.III/1401-1403

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Copy forwarded to:-

- (1) The Superintendent (S-IV)/ACR Cell, for providing APARs, in respect of the officials as per Annexure A' to the circular.
- (2) The Superintendent, Services (Co-ord.) Branch, for uploading the circular to the department's website at the earliest.

Anupma Chakravorty

(ANUPMA CHAKRAVORTY)
DY. SECRETARY -II (SERVICES)

**List of eligible Grade III Stenographers for considering promotion to
the post of Grade II Stenographer.**

S.N	Snty.No	Name of the official	Cat.	DOB	DOA	Deptt	Remarks
1	2025	Padam Singh	SC	23.10.69	07.04.98	MAMC	
2	2026	J.Geetha	SC	10.03.74	07.04.98	F&S	
3	2027	I Anandhi	SC	23.09.72	07.04.98	F&S	
4	2028	Ravinder Kumar	SC	08.07.72	06.04.98	DCO	
5	2029	Bala Chand	SC	19.07.73	07.04.98	T&T	
6	2030	Anil Kumar	SC	04.10.75	07.04.98	UTCS (div in MHA)	
7	2031	Jaidev	SC	19.10.69	07.04.98	MAMC	
8	2032	Lalitha Kumari K N	SC	22.03.76	07.04.98	GTBH	
9	2033	Ratna Kumari K	SC	02.06.75	07.04.98	EDN	
10	2034	Rema Sundararajan	UR/VH	31.05.67	11.02.99	T&T	
11	2035	Gurpreet Kaur Walia	UR/VH	22.08.75	11.02.99	F&S	
12	2036	A. Ramdas	UR/VH	04.11.72	11.02.99	F&S	
13	2036-IA	Sreevalsalanjanan.C	UR	01.05.66	01.08.02	GBPH	
14	2036-A	Seema Dowedi	UR	13.01.68	20.11.00	EMP	
15	2037	Ravi Prakash Gupta	UR/VH	30.12.71	23.10.02	LAB	
16	2038	Babinder Singh	UR/VH	12.03.75	23.10.02	EDN	
17	2038-A	Ranjit Kumar	OBC	25.01.78	11.08.03	UTCS	
18	2039	Ashish Dubey	UR	12.03.79	25.03.03	LAB	
19	2040	Rashmi ranjan Kumar	UR	01.03.81	25.03.03	LGS	
20	2041	Munna Kumar	UR	20.05.79	25.03.03	LAB	
21	2042	Deepak Kumar	UR	06.02.74	25.03.03	IND	
22	2043	Binay Kumar	UR	01.01.76	25.03.03	LAB	
23	2044	Kumar Pravin Singh	UR	13.11.76	25.03.03	T&T	
24	2045	Sunil Kumar	SC	10.12.74	25.03.03	Tourism (div in CMO)	
25	2046	Vipin Kumar Gupta	UR	21.03.83	25.11.04	DCO	
26	2047	Ajeet Kumar	UR	26.09.84	25.11.04	EDN	
27	2048	Amrendra Patel	UR	10.11.83	25.11.04	EDN	
28	2049	Balwant Kumar	UR	27.12.79	25.11.04	GBPH (deputation in DOP as AAO)	
29	2050	Suman Kumar	UR	02.01.85	25.11.04	LAB	
30	2051	Nishant Kumar	UR	19.11.82	25.11.04	UD	
31	2052	Ravi Shankar Srivastav	UR	12.07.77	25.11.04	DCO	
32	2053	Anish Kumar	UR	08.12.84	25.00.04	IND(div in CMO)	
33	2054	Vikram Pandey	UR	30.07.78	25.11.04	GAD(div in MO Tpt/Lab)	
34	2055	Tribhuvan Narayan Maurya	UR	01.05.83	25.11.04	PGC	
35	2056	Manoranjan Kumar	OBC	02.01.83	25.11.04	LAB	
36	2057	Jai Prakash Singh	UR	15.03.84	25.11.04	MAMC	
37	2058	Sita Tiwari	UR	10.10.83	25.11.04	Prosecution	
38	2059	Simple	UR	03.04.83	25.11.04	DCO	
39	2060	Manjeet Kaur	UR	26.10.81	25.11.04	CEO	
40	2061	Harish Rana	UR	20.05.80	25.11.04	H&FW	
41	2062	Pawan Kumar A.M.N.	UR	22.08.83	25.11.04	F&S	
42	2063	Amit Narayan Bharthuar	UR	05.02.82	25.11.04	F&S	
43	2064	Nabin Kumar Jha	UR	04.05.78	25.11.04	LGS	
44	2065	Girijesh Kumar	UR	05.08.78	25.11.04	LAB	
45	2066	Ruchi Malhotra	UR	01.06.85	25.11.04	LAB	
46	2067	Rajneesh Sharma	UR	20.08.81	25.11.04	T&T	
47	2068	Parveen Gosain	UR	14.04.81	25.11.04	LAB	
48	2069	Bhupesh Chander	UR	20.03.82	25.11.04	LAB	
49	2070	Praveen Bhatt	UR	04.07.81	25.11.04	COOP	
50	2071	Kamlesh Kumar	UR	06.10.83	25.11.04	COOP	
51	2072	Narayan Kumar Vats	UR	28.02.79	25.11.04	F&S (depu in DOP as AAO)	
52	2073	Mahendra Pratap Singh	UR	25.11.76	25.11.04	PLG (depu in IGDTU)	
53	2074	Pradeep Kumar Sharma	UR	07.10.80	25.11.04	MAMC	
54	2075	Shashi Ranjan	UR	01.01.80	25.11.04	MAMC	
55	2076	Sanjay Kumar Bhadoria	UR	15.11.79	25.11.04	LNH (Div in GAD)	
56	2077	Hari Dayal Singh	UR	06.09.80	25.11.04	GAD	
57	2078	Kunal Bisht	UR	30.12.82	25.11.04	GAD	
58	2079	Manish Kumar	UR	16.12.80	25.11.04	T&T	
59	2080	Shailu Malhotra	UR	25.03.82	25.11.04	GTBH	