

REMINDER-I

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

SERVICES DEPARTMENT- (III)

B WING, 7TH LEVEL, DELHI SECRETARIAT,

NEW DELHI 110002

No.F.14(1)/1/Class-IV/Promotion/2019/S-III / 2512

Date: 16/10/2019

To

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

Sub: **Promotion to the post of Grade-IV(DASS)/Junior Assistant -
Furnishing Vigilance Clearance Report/ Integrity Certificate in
respect of regular Class-IV/Group 'C' (erstwhile Group D)
employees-reg.**

Sir/Madam,

Please refer to this office letter of even number dated 17.09.2019 vide which it was requested to furnish Vigilance Clearance Report, Integrity Certificate along with Willingness/Un-willingness and employee details in proforma in respect of all eligible regular Class-IV/Group 'D' [now Group 'C'] employees of your department for consideration of their promotion to the post of Grade-IV(DASS)/Junior Assistant, but till date no response has been received in respect of the officials as mentioned in the list attached.

It is therefore, requested to kindly furnish the requisite documents (Integrity Certificate, Vigilance Clearance Report, willingness/unwillingness and attested photocopy of first page of service book showing addition of Matric/equivalent qualification in service book along with photocopy of Matriculation Certificate & Caste Certificate) in respect of each official (as per list attached) to this department latest by **31.10.2019** positively, failing which the official concerned may not be considered for promotion and responsibility for the same will rest with the concerned department only.

Further, if any of the Group 'C' (erstwhile Group 'D') employees mentioned in the attached list had been promoted/retired/resigned/expired, their names may also be sent to this department with complete details.

Yours faithfully,

Encls : Annexure 'A' & two formats.

(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

No.F.14(1)/1/Class-IV/Promotion/2019/S-III / 2512

Date: 16/10/2019

✓ Copy forwarded to Section Officer, Services (Co-ord.) Branch, for uploading the circular to the department's website at the earliest.


(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

EMPLOYEE DETAILS PROFORMA

1	Name & Design. of the official (Sh/Smt/Miss)	:	
2	Date of Birth	:	(in figures-(xx/xx/xxxx): (in words).....
3	Designation/Post held	:	
4	Whether the official has been promoted to the post of Lab. Assistant (Yes/No)	:	
5	If yes, order no. and date of Promotion	:	
6	Date of relieving from Present Deptt.	:	
7	If No:	:	
8	Date of regular Appointment in Class-IV	:	
9	Seniority No. in Class-IV/Group-C	:	
10	Category(Gen/SC/ST/OBC)	:	
11	PH(VH/HH/OH)	:	
12	Present Pay Level with Pay	:	
13	Educational Qualification (at the time of initial appointment)	:	
14	Subsequently acquired educational qualification with date of passing the relevant exam:(Also send an attested photocopy of first page of service book showing addition of matric/equivalent qualification in service book)	:	
15	Whether Integrity Certified (Yes/No)	:	
16	Whether any vigilance case is pending/ contemplated against the official (Yes/No), If yes, details thereof:	:	
17	Whether any charge sheet is issued under CCS(CCA) Rules, 1965 (Yes/No), If yes details thereof	:	
18	Present Residential Address with Pin Number	:	
19	Telephone Number/ Mobile Number	:	
20	Whether the official has given his willingness for promotion to the post of Grade-IV DASS/Junior Assistant, if so, the date of intimation.	:	
21	Any other Information	:	

(Signature of the official)

Certified that the above mentioned information is true and correct as per the service record of the official maintained in the department.

(SIGNATURE OF HEAD OF OFFICE WITH SEAL)

CERTIFICATE

I,S/o.....DOB.....

working in Section/Branch.....of.....

Department, am willing for promotion to the post of Grade-IV (DASS)/ Junior Assistant.

SIGNATURE OF THE OFFICIAL

SIGNATURE OF HEAD OF OFFICE
(official Seal)

CERTIFICATE

I,S/o.....DOB.....

Working in Section/Branch.....of.....

Department am not willing for promotion to the post of Grade-IV (DASS)/ Junior Assistant.

SIGNATURE OF THE OFFICIAL

SIGNATURE OF HEAD OF OFFICE
(official Seal)

Note:- It may be brought to the notice of the concerned official that option of willingness / Un-willinanness once exercised will not be changed at any stage

Sl. No.	Snty. No.	Name of the official	CAT	Design.	Present Deptt.	Remarks/ Document Required
1	1651	JAI PARKASH MEENA	ST	BALIFF	RCS	
2	2218-A	RAJESH KUMAR	OBC(HR)	PEON	DCO	
3	2252	SRI BHAGWAN	UR	ATTENDANT	SGMH	
4	2253	RAJBIR	UR	CARE TAKER	W&CD	
5	2254	NARINDER KUMAR	UR	CARE TAKER	W&CD	
6	2255	ANUP SINGH	UR	CARE TAKER	W&CD	
7	2256	KAWAR SINGH	SC	CARE TAKER	DSW	
8	2257	JAI BHAGWAN	UR	N.O.	W&CD	
9	2258	VIJENDER KUMAR	OBC	COOK	DSW	
10	2259	SATISH KUMAR	SC	CARE TAKER	DSW	
11	2260	ASHOK KUMAR	UR	CARE TAKER	DSW	
12	2261	SANJEEV KUMAR	UR	N.O.	LNH	
13	2262	MAHESH CHAND	OBC	N.O.	GTBH	
14	2263	SANJAY KUMAR-I	OBC	N.O.	GTBH/RTRMH	UNWILING CERTIFICATE REQUIRED
15	2264	SUDESH KUMAR	SC	N.O.	LNH	
16	2266	ANIL KUMAR BHATI	OBC	N.O.	LNH	
17	2267	YOGENDER KUMAR	OBC	N.O.	DHS	
18	2268	TARUN BALA	OBC	ATTENDANT	DHS	
19	2269	MUMTAZ AHMAD	OBC	N.O.	BSAH	
20	2271	SURESH KUMAR	SC		DHS	
21	2272	VIPIN KUMAR	UR	N.O.	BSAH	
22	2274	MANOJ KUMAR	OBC	N.O.	MBH	
23	2275	RANJEET SINGH	UR	DRESSER	DHS	
24	2280	ASHOK KUMAR	UR	DRESSER	MBH	
25	2281	SHRI DATT PATHAK	UR	N.O.	BSAH	
26	2283	DINESH KUMAR YADAV	OBC	N.O.	BSAH	
27	2289	RAJESH KUMAR	PH	N.O.	SRHCH	
28	2290	SANJAY KUMAR	SC	ATTENDANT	DHS	
29	2292	RAJESH KUMAR	SC	N.O.	BSAH	
30	2298	RANBIR SINGH-I	OBC	N.O.	LBSH	
31	2299	GEETA	SC	N.O.	NCJOSHI	
32	2300	PRAKASH MISHRA	UR	DRESSER	ABGH	
33	2303	RAJESH KUMAR	UR	DRESSER	DHS	
34	2306	MOHD. WASEEM	OBC	DRESSER	DHS	
35	2307	SATYA PRAKASH	UR	N.O.	GGSGH	
36	2308	RANVIR SINGH-II	UR	N.O.	LBSH	
37	2309	RAJESH KUMAR	SC	N.O.	BSAH	
38	2310	RAMADHAR PRASAD	OBC		GGSGH	
39	2311	DEEP KUMAR	OBC	N.O.	BJRMH/BMH	FIRST PAGE OF Service BOOK, 10th & caste
40	2314	AZAD KUMAR	OBC	N.O.	LBSH	
41	2315	JAI PRAKASH	UR	N.O.	BSAH	
42	2318	SURAJ KUMAR	UR	N.O.	LBSH	
43	2320	ANIL KUMAR	OBC	N.O.	LBSH	
44	2326	VED PRAKASH	OBC	N.O.	MMMH	FIRST PAGE OF Service BOOK, 10th & caste
45	2327	BALAM NATH	OBC	N.O.	LBSH	

Sl. No.	Snty. No.	Name of the official	CAT	Design.	Present Deptt.	Remarks/ Document Required
46	2329	SANJAY GIRI	OBC	ATTENDANT	DHS	
47	2332	SHAMIMUDDIN	OBC	N.O.	LBSH	
48	2335	SAURABH	UR	DRESSER	LBSH	
49	2336	NAWAB SINGH	OBC		DHS	
50	2337	PUSHPANKER	SC	N.O.	DHS	
51	2340	GYANESHWAR	SC	N.O.	MMMH	FIRST PAGE OF Service BOOK, 10th & caste
52	2341	ALOK SHARMA	UR	N.O.	MMMH	FIRST PAGE OF Service BOOK & 10th CERTIFICATE
53	2342	ANIL KUMAR	SC	DRESSER	DHS	
54	2343	AMIT	SC	DRESSER	DHS	
55	2344	SUNIL DUTT	UR	N.O.	BSAH	
56	2346	YUSUF ZAIDI	UR	DRESSER	DHS	
57	2348	PRAVEEN KUMAR RIKHARI	UR	N.O.	LBSH	
58	2350	AMIT JAIN	UR	N.O.	DHS	
59	2351	CHANDER MOHAN	SC	DRESSER	DHS	
60	2355	NAVAL SINGH	UR	DRESSER	DHS	
61	2357	UPENDRA KUMAR	EX-SER	DRESSER	DHS	
62	2359	RAJBIR	SC	N.O.	BSAH	
63	2360	SRI RAM PRASAD	OBC	N.O.	MMMH	FIRST PAGE OF Service BOOK & 10th CERTIFICATE
64	2361	NARESH KUMAR	SC		DHS	
65	2362	RAKESH KUMAR BAJPAI	UR	N.O.	LBSH	
66	2363	PARMOD KUMAR	SC	ATTENDANT	DHS	
67	2365	ASHOK KUMAR	OBC	ATTENDANT	DHS	
68	2367	ANITA DEVI	SC	SCC	DHS	
69	2368	RAM KAWAL YADAV	OBC		DHS	
70	2369	GIRISH CHAND SHARMA	UR	DRESSER	BMH	
71	2371	PRAMOD KUMAR	UR	N.O.	RTRMH/DDUH	
72	2372	RAKESH KUMAR	UR	N.O.	BJRMH/MVH	
73	2373	DHAWAN SINGH	UR	N.O.	LBSH	
74	2374	DEVENDER SINGH	UR	ATTENDANT	DHS	
75	2375	RENU SALUJA	UR	N.O.	MMMH	FIRST PAGE OF Service BOOK & 10th CERTIFICATE
76	2376	KANWAR SINGH	SC	N.O.	GGSGH/ DDUH	
77	2378	RAJ KUMAR	OBC	N.O.	LBSH	
78	2382	KANWAL KISHORE	SC	DRESSER	DHS	
79	2383	AVTAR SINGH	UR	DRESSER	DHS	
80	2386	MAHVEER PRASAD	UR	DRESSER	DHS	
81	2387	ABRAR HUSSAIN	OBC	N.O.	LBSH	
82	2389	RAVI KUMAR	UR	N.O.	MMMH	FIRST PAGE OF Service BOOK & 10th CERTIFICATE
83	2391	VED PRAKASH	SC	DRESSER	DHS	
84	2393	BALRAJ	SC	ATTENDANT	DHS	
85	2396	ANIL KUMAR	UR	ATTENDANT	DHS	
86	2398	HARI K.C.	UR	N.O.	LBSH	

Sl. No.	Snty. No.	Name of the official	CAT	Design.	Present Deptt.	Remarks/ Document Required
87	2399	RAJESH KUMAR SHARMA	UR	N.O.	LBSH	
88	2400	ARUN TOMAR	UR	ATTENDANT	DHS	
89	2400-A	RAJ VIR	UR	NO	GGSH/DHS	
90	2401	JOGINDER	SC	DRESSER	DHS	
91	2402	SANJAY KUMAR	SC	SCC	DHS	
92	2403	SANJAY KUMAR	OBC	N.O.	BJRMH/BMH	FIRST PAGE OF Service BOOK, 10th & caste
93	2404	PAWAN KUMAR	SC	DRESSER	DHS	
94	2407	SANJAY KUMAR	UR(PH)	PEON	LBSH	
95	2408	RAJENDRA KUMAR	SC	N.O.	LBSH	
96	2411	KAMAL	SC	N.O.	LBSH	
97	2413	DHIRAJ KUMAR SINGH	UR	N.O.	LBSH	
98	2414	BRIJ PAL	OBC	DRESSER	DHS	
99	2415	PREM CHAND BHATI	PH	PEON	LBSH	
100	2416	RAJ KUMAR	SC	SCC	DHS	
101	2417	SANTOSH KUMAR	OBC	N.O.	BSAH	
102	2418	DEEPAK KUMAR	OBC	N.O.	LBSH	
103	2420	KISHAN PAL	OBC	N.O.	RTRMH/DHS	
104	2422	NASIR KHAN	UR	N.O.	LBSH	
105	2426	HAZARI LAL	SC	N.O.	BSAH	
106	2427	BAHADUR SINGH	UR	N.O.	BSAH	
107	2428	SANTOSH TRIPATHI	UR(PH)	N.O.	LBSH	
108	2429	DINESH PRASAD	UR	N.O.	BSAH	
109	2430	MUKESH	UR	N.O.	BSAH	
110	2431	SUNIL BHARDWAJ	UR	DRESSER	DHS	
111	2433	MUKESH KUMAR	SC	DRESSER	DHS	
112	2436	OM PRAKASH	SC	N.O.	GGSGH/ GNEC	
113	2438	SHAKTI MAN	UR	ATTENDANT	DHS	
114	2440	RAJ KUMAR	SC	DRESSER	DHS	
115	2442	BRAHAM PRAKASH	SC	SCC	DHS	
116	2443	DINESH CHAND MEENA	ST	N.O.	RTRMH	
117	2445	RAJENDRA KUMAR	SC	DRESSER	DHS	
118	2447	DEVENDER KUMAR	SC		DHS	
119	2448	DEEPENDER SHAH	UR	N.O.	LBSH	
120	2452	DEEPAK PRASHAR	UR	N.O.	DHS	
121	2454	ANAND KUMAR	SC	SCC	DHS	
122	2456	ATAM PRAKASH	SC	SCC	DHS	
123	2457	RAJESH MALHOTRA	OH	N.O.	DHS	
124	2459	RAMESH KUMAR	SC	SCC	DHS	
125	2460	IKRAMUDDIN	OBC	ATTENDANT	DHS	
126	2461	MANOJ KUMAR	UR	DRESSER	DHS	
127	2462-A	RAJENDER SINGH	UR	NO	DHS	
128	2464	SUNIL KUMAR	UR	N.O.	BSAH	
129	2465	PARVEEN KUMAR	SC	DRESSER	DHS	
130	2466	NARESH KUMAR SHARMA	UR	DRESSER	DHS	
131	2468	DINESH CHAND	OBC	N.O.	DHS	
132	2471	OM PRAKASH	UR	N.O.	MMMh	FIRST PAGE OF Service BOOK & 10th CERTIFICATE
133	2472	CHANDER SHEKHAR	UR	DRESSER	DHS	

Sl. No.	Snty. No.	Name of the official	CAT	Design.	Present Deptt.	Remarks/ Document Required
134	2475	GYAN CHAND	SC	S.C.C.	DHS	
135	2476	CHANDER PRAKASH	OBC	N.O.	DHS	
136	2477	BIPIN DATT FULARA	UR	DRESSER	DHS	
137	2480	BIKASH RANJAN ACHARYA	UR	DRESSER	DHS	
138	2481	DINESH KUMAR	SC	DRESSER	DHS	
139	2482	PARVEEN KUMAR	SC	SCC	DHS	10th CERTIFICATE & Caste Certificate
140	2483	KURIAN. M	UR	DRESSER	DHS	
141	2486	DEEPAK	SC	DRESSER	DHS	
142	2487	NARENDER KUMAR	OBC	N.O.	MBH	
143	2488	RAJESH KUMAR	OBC	M.ATTN.	LBSh	
144	2489	JAI BHAGWAN	UR	DRESSER	DHS	
145	2490	RAM KUMAR NAGAR	OBC	PEON	EDN.	
146	2491	ROOP CHAND	SC	DRESSER	DHS	
147	2492	SANJEEV KUMAR	SC	N.O.	LNH	
148	2493	AASISH	UR	N.O.	LNH	
149	2493-A	SANJAY SINGH RAWAT	UR	N.O.	LNH	
150	2497	BIJENDER SINGH	OBC	N.O.	LNH	
151	2498	PRAKASH CHAND	SC	N.O.	PANCHAYAT	
152	2500	AJAY KUMAR	OBC	PEON	UTCS	
153	2503	KAMAL PRASAD	UR	C.R.A.	W&CD	
154	2504	RAMESH CHAND	SC	PEON	DFS	
155	2504-A	OMWATI	SC	PEON	DFS	
156	2504-B	SRI PAL	VH	ATTENDANT	T&T	
157	2505	ONKAR	OBC	PEON	EDN.	
158	2507	AUROBINDO GANGULY	UR	BELDAR	I & FC	
159	2508	KRISHAN SHARMA	UR	PEON	DHS	EMPLOYEE DETAILS PROFORMA & 10TH CERTIFICATE
160	2511	KARTAR SINGH	OBC	LAB. ATT.	DFS	
161	2512	SARVESH KUMAR	UR	LAB. ATT.	FSL	
162	2513	SATYA PAL	UR	PEON	FSL	
163	2516	JAI BIR	UR	CHOWKIDAR	EDN.	
164	2518	VIPIN KR. JAIN	VH	PEON	EMPL.	
165	2520	PREMVATI	UR	PEON	TTE	
166	2522	HARI OM SINGH CHAUHAN	UR		F&S	
167	2524	TEJPAL SINGH	SC	N.O.	GGSGH/DHS	
168	2525	BIMLA DEVI	UR	PEON	MAMC	
169	2530	SUNIL KUMAR	UR	N.O.	GGSGH	
170	2534	JAI SINGH	OBC	N.O.	GGSGH	
171	2536	VIJAY PAL	SC	N.O.	GGSGH/DHS	
172	2537	SASHI KANT	UR	N.O.	GGSGH	
173	2538	SHOBHA RAM	SC	DRESSER	DHS	
174	2539	BIJENDER SINGH	UR	N.O.	MBH	
175	2541	BISHAN SINGH	SC	N.O.	MBH	
176	2542	SHASHI	SC	PEON	DFS	
177	2543	NAND KISHORE	UR	PEON	F&S	
178	2546	VINOD PATHAK	UR	PEON	CEO	
179	2547	LAXMAN THAPA	UR	PEON	TTE	
180	2548	RAM NIWAS	UR	PEON	TTE	

Sl. No.	Snty. No.	Name of the official	CAT	Design.	Present Deptt.	Remarks/ Document Required
181	2548-A	SANJAY	UR	PEON	F&S	
182	2549	RAJESH KUMAR	SC	PEON	TTE	
183	2550	SANJAY	SC	PEON	EDN.	
184	2551	SHEELA DEVI	SC	S.K.	GTBH	
185	2552	GOPI CHAND	UR	BELDAR	I & FC	
186	2553	KAILASH YADAV	OBC	N.O.	GTBH	
187	2554-A	SAROJ RANI	UR	FM	F&S	
188	2555	KAMLA DEVI	UR		F&S	
189	2556	ANITA SINGH	UR		F&S	
190	2557	MUKESH KUMAR	SC	PEON	F&S	
191	2559	RANBIR SINGH	OBC	PEON	TTE	
192	2560	ROHTASH KANWAR	UR	PEON	TTE	
193	2561	MANMOHAN	SC	CARE TAKER	TTE	
194	2562	SANTRA DEVI	UR	PEON	DHS	
195	2563	AJIT SINGH	OBC	CARE TAKER	W&CD	
196	2564	ARVIND SINGH	UR		DHS	
197	2565	TULSA	UR		DHS	
198	2566	MEENA PALIWAL	UR		DHS	NAME MISMATCH AS PER 10TH CERTIFICATE
199	2568	SAROJ	SC	N.O.	MMMH	FIRST PAGE OF Service BOOK & 10th CERTIFICATE
200	2569	KIRAN BALLA	SC	DRESSER	DHS	
201	2570	RAMA SHANKER SAH	ST	N.O.	LBSh	
202	2571	BABU LAL	SC	PEON	GGSGH	SC CERTIFICATE REQUIRED
203	2572	ANIL KUMAR	SC	NON-PEON	DHS	EMPLOYEE DETAILS PROFORMA, CASTE & 10TH CERTIFICATE
204	2573	NIRMALA DEVI	OBC	PEON	TTE	
205	2574	BHAGWAT PRASAD GOEL	UR	BELDAR	I & FC	
206	2575	MASROOR ALAM	UR	PEON	TTE	
207	2576	RANI DEVI	UR	PEON	TTE	