

REMINDER-I

**GOVERNMENT OF NCT OF DELHI  
SERVICES DEPARTMENT: COORDINATION BRANCH  
DELHI SECRETARIAT, 5<sup>TH</sup> LEVEL, 'A' WING  
I.P. ESTATE, NEW DELHI-110002**

No. F.10(543)/CDN/2023/081754768/2654-2660

Dated: 05-12-23

To

All HODs

Govt. of NCT of Delhi/New Delhi.

Sub: Regarding furnishing of information in respect of Staff Car Drivers working in various departments under Govt. of NCT of Delhi.

Sir/Madam,

Kindly refer to this Department's letter No. F.10(543)/CDN/2023/081754768/2550-2556 dated 20.11.2023 on the subject cited above, wherein it was requested to furnish the requisite information strictly in the prescribed proforma attached as Annexure-A, latest by 24.11.2023 in respect of staff car drivers working in your department through e-mail on [monitoringcellservices@gmail.com](mailto:monitoringcellservices@gmail.com) as well as hard copy to the Services Department (Monitoring Cell) for kind perusal of the Competent Authority. But till date, only 04 departments (LAS, UTCS, and Information & Publicity & Weight & Measure Department) have forwarded the requisite report.

It, is therefore, once again requested to forward the requisite report latest by 12.12.2023 on the above e-mail address as well as hard copy to Monitoring Cell, Services Department.

Yours faithfully,



Encl: As above

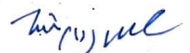
**(AMITABH JOSHI)  
DY. SECRETARY**

No. F.10(543)/CDN/2023/081754768/2654-2660

Dated: 05-12-23

Copy forwarded to the following for information & necessary action to:-

1. SO to Chief Secretary, GNCTD.
2. PA to Pr. Secretary (Services), GNCTD.
3. PA to Special Secretary-I, Services Department, GNCTD.
4. Section Officer (Monitoring Cell), Services Department, Govt. of NCT of Delhi with the directions to compile and maintain the above data.
5. Section Officer (Coordination Branch), Services Department, Govt. of NCT of Delhi with the request to upload the order on the website of Services Department.
6. Sh. Narender Singh, Pradhan, Delhi Sarkar Vahan Chalak Kalyan Samiti, K-Block, Ground Floor, Vikas Bhawan, I.P. Estate, New Delhi-110002.



**(AMITABH JOSHI)  
DY. SECRETARY**

**FURNISHING OF INFORMATION IN RESPECT OF STAFF CAR DRIVERS WORKING IN VARIOUS DEPARTMENTS UNDER GOVT. OF NCT OF DELHI.****NAME OF DEPARTMENT:****E-MAIL ADDRESS:****NAME OF POST: STAFF CAR DRIVER**

## 1. Details of posts of Staff Car Driver:

NOMENCLATURE	SANCTIONED	FILLED	VACANT	Contractual driver posted against sanctioned posts, if any
Staff Car Driver Ordinary Grade				
Staff Car Driver Grade-II				
Staff Car Driver Grade-I				
Special Grade				

- Whether the promotion of the drivers have been carried out in the light of DoPT O.M. F.No.43019/ 54/ 96-Estt.(D) dated 15/02/2001, 22/08/2001 & 13/02/2002. Yes or no, if no reasons thereof.
- Whether the RR has been modified as per DoPT O.M. No.AB-14017/10/2014-Estt(RR) dated 04/07/2014 regarding change in qualifying services for promotion in different Grades of Staff Car Driver, yes or no, if no reasons for delay.
- Whether Overtime allowances are being paid to the drivers presently or not. Also provide the rates of such allowances if they are being paid.
- Details of action taken by the department for filling up the vacant posts of driver in their departments.
- Details of vehicle outsourced by the department, if any. If so, whether the vehicle outsourced is bearing either commercial number or private number.

(SIGNATURE OF HOO)  
NAME & DESIGNATION WITH SEAL