

TIME BOUND/REMINDER
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
(SERVICES DEPARTMENT: BRANCH-II)
(Delhi Secretariat, 5th Level : A-Wing, I.P. Estate, New Delhi)
(<http://services.delhigovt.nic.in>)

No.F.4/3/2020/S.II

Date: 20.08.2025

To

The Head of Department concerned,
Govt. of NCT of Delhi,
Delhi/New Delhi.

Sub: Promotion to the post of Grade-III (GNCTDSS)-Left out cases-regarding.

Madam/Sir,

Kindly refer to this department's numerous letters and last letter dated, 13/09/2024, wherein it was requested to forward the Integrity Certificate, Vigilance Clearance Report, Type Test Report & ACRs/APARs of Grade-IV (GNCTDSS) officials for consideration of their promotion to the post of Grade-III (GNCTDSS).

Further, attention is invited to circular vide F.No.3(1)/(3)/2021/S-II/884-85 dated 22/03/2022 which has been issued by this department stressing about timely furnishing of service particulars of left out cases & detailing about the procedure of quarterly review DPC and furnishing of requisite documents before 06 months of retirement in case of retiring officials.

In this regard, I am directed to state that the lapse/omission on the part of the Competent Authority in issuance of IC/VC in time has deprived otherwise eligible officials from getting promotion to the next higher grade.

Moreover, it is intimated that in the absence of requisite service particulars/ACRs/APARs, it has become a near impossible task for this department to consider the cases of officials for promotion. As a result, this department is being flooded with RTI applications/ litigations. Besides, providing of service particulars of an official, such as IC/VC/ACRs/APARs, is exclusively the subject matter of administrative department concerned.

However, despite best of efforts put in by the Services Department, the requisite information/documents in respect of officials (as per AnnexureA) are yet to be received from the departments in which they are working.

Hence, list of Grade IV (GNCTDSS)/Jr. Assistant whose cases were deferred/placed in sealed cover by the earlier DPC/Screening Committee is being circulated for want of requisite documents alongwith supporting/relevant documents (where applicable) as mentioned against each in the attached Annexure-A.

Therefore, it is once again requested to provide the service particulars, after verifying the details from the service records of the

individual, mentioned in the attached Annexure-A. Further, Integrity & Vigilance Clearance (Annexure-C), Type Test Report & Service Particulars Proforma (Annexure-B) alongwith No Penalty Certificate (Annexure-D) as on date of their notional promotion or Penalty Completion Certificate may be provided to this department for considering their cases for promotion to the post of Grade-III (GNCTDSS)/Sr. Assistant. In case there are ongoing disciplinary/criminal proceedings against the official, the same may be informed to this department. A certified copy of Suspension Order, Charge-Sheet, Penalty Imposing Order/Penalty Completion Certificate & Treatment of Suspension Period, if any, may also be furnished to this department.

If any of the above officials has expired/resigned/removed from service, kindly provide a certificate for the same to this department.

Further, All the HOD's are requested to check the GNCTDSS cadre data in their department in respect of 'Where About Not Known Officials' (WNK) and provide a certificate to this department regarding 'Where About Not Known Officials' (WNK) are/were working/worked in their department.

This may be accorded Top Priority and requisite information may be provided to this department by 26-08-2025 positively.

This issues with the approval of the Competent Authority.

Yours faithfully,

Encl: As above.

No.F.4/3/2020/S.II

Digitally signed by
Jitendra Kumar Arora
(Date: 20-08-2025)
13:06:47
Dy. Secy (Services)
Date: 20.08.2025

Copy forwarded for information and necessary action to the: -

1. PS to the Pr. Secretary (Services)/Spl. Secy. (Services).
2. Section Officer(S-IV), Services Department, Govt. of NCT of Delhi, Delhi with the request to provide the ACRs/APARs folder in respect of aforementioned officials.
3. Section Officer (Coordination), Services Department, Govt. of NCT of Delhi, Delhi with the request to upload this letter on the website of Services Department.
4. Section Officer (Monitoring Cell) Services Department, Govt. of NCT of Delhi, Delhi.
5. Guard file.

Digitally signed by
Purushottam Lal
Date: 20-08-2025
13:55:07
(Purushottam Lal)
Section Officer(Services)

ANNEXURE-'A'

| S. No. | Present Deptt. | Snty No | Name | DOB | Cat | Info/Doc Still awaited |
|--------|----------------|---------|----------------------|------------|-------|---|
| 1 | DMC | 10079 | DALVINDER KAUR | 11-08-1966 | UR | Proforma/IC/VC & ACR-2009-10 to 2011-12 Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 2 | W&CD | 10907 | RAJESH KUMAR | 15-03-1969 | SC | Proforma/IC/VC/TTR & ACRs 01/96-03/96, 96-97 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 3 | EDN | 10937 | CHAMAN LAL | 12-12-1966 | SC | Proforma/IC/VC/TTR/ACR-92-93 TO 96-97, Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 4 | TTE | 11366 | G.VENKATA REDDY | 19-04-1971 | UR/PH | Proforma/IC/VC/TTR/ACR-10-11 to 14-15 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 5 | LAB | 11897 | SHARDANAND DOBHAL | 10-07-1968 | UR | Proforma/IC/VC/TTR/ACRs-4/10/2000-31/3/2001 TO 03-04 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 6 | EDN | 12346 | PROMILA MONGA SHARMA | 02-09-1970 | UR | Proforma/IC/VC/TTR/ACR-99-2000 & Decision of adverse remarks in ACR-2000-01 and Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 7 | EDN | 12391 | VINOD KUMAR | 01-09-1969 | UR | Proforma/IC/VC/TTR/ACRs-99-00 TO 03-04 & No |

| | | | | | | |
|----|-------|-------|----------------------------|------------|----|--|
| | | | | | | penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 8 | GAD | 12913 | SANJAY KUMAR DHANKHAR | 08-01-1972 | UR | Proforma/IC/VC/TTR & ACR-01-02 to 05-06, Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 9 | EDN | 12954 | RAJEEV KUMAR SACHDEV | 03-03-1969 | UR | Proforma/IC/VC/TTR, Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 10 | IND | 13000 | RAJ BHUSHAN CHAUHAN | 20-01-1971 | UR | Proforma/IC/VC/TTR, Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 11 | W&CD | 13116 | SANGEETA BHADAN | 23-04-1971 | SC | Proforma/IC/VC/TTR & ACR-99-2000 TO 2003-04, Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 12 | MBH | 13308 | NARENDER SINGH | 04-08-1972 | UR | Proforma/IC/VC/TTR & ACR-2001-02 TO 2005-06 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 13 | DEV | 13397 | TARUNA CHAND | 17-02-1971 | UR | Proforma/IC/VC/TTR & ACR-2001-02 to 2005-06 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 14 | PROSE | 13711 | TILAK CHAND (SEALED COVER) | 10-04-1977 | UR | Proforma/IC/VC/TTR , Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal |

| | | | | | | |
|----|-----------------------------|--------|------------------------|------------|-----------|--|
| | | | | | | prosecution pending or Penalty completion Certificate (if any) |
| 15 | EDN | 13723A | ARJUN SINGH | 15-06-1970 | UR | IC/VC/TTR & ACR 09/03-12/03 TO 2006-07 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 16 | L&B | 13745 | ASHOK KUMAR | 01-08-1974 | UR | Proforma/IC/VC/TTR & decision of adverse remarks in ACRs-2003-04, 04-05, 04/05-08/05 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 17 | DSCDRC (DIV From F&S) | 13789 | ANINDITADEY | 30-05-1975 | UR | Proforma/IC/VC/TTR & ACRs-2013-14 TO 2017-18, Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 18 | WNK | 13877 | SRILATHA VALLURU | 26-12-1971 | UR | Proforma/IC/VC/TTR & ACRs-2002-03 TO 2006-07 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 19 | DCO | 14327 | BANWARI LAL KUMAWAT | 01-06-1971 | UR | Proforma/IC/VC/TTR & ACRs-2002-03 TO 2006-07 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any)) |
| 20 | LAW | 14462 | SURINDER SINGH | 22-04-1971 | UR | Proforma/IC/VC/TTR ACRs-01/03-03/03, 01/04-03/04, 04/05-09/05, Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 21 | WNK | 14629 | NAVEEN KUMAR | 25-05-1975 | UR/ PH | Proforma/IC/VC/TTR & ACRs-2002-03 TO 2006-07 & No penalty certificate as on DONP/Current status of disciplinary case/criminal |

| | | | | | | |
|----|------------------|-------|------------------------|------------|----|---|
| | | | | | | prosecution pending or Penalty completion Certificate (if any) |
| 22 | W&CD | 14678 | MUNISH MAAN | 11-07-1979 | UR | Proforma/IC/VC/TTR & ACR-2004-05 TO 08-09 Vigilance clearance & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 23 | EDN | 14792 | RAKESH KUMAR TOKAS | 24-02-1977 | UR | Proforma/IC/VC/TTR/ ACR-04-05 TO 08-09 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 24 | LAB | 14830 | RAJEEV KUMAR | 09-07-1971 | UR | Proforma/IC/VC/TTR, complete ACRs folder & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 25 | LAB | 14831 | TEJINDER GAHLAUT | 01-08-1968 | UR | IC/VC/TTR/ACR- 08-09 to 12-13 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 26 | UD (Div in SEC) | 15036 | OM PRAKASH | 05-06-1966 | UR | Proforma/IC/VC/TTR/ACR-2004-05 TO 08-09 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 27 | WNK | 15175 | SAMIR KISHORE | 05-01-1978 | UR | Proforma/IC/VC/TTR ACR 2008-09 TO 2012-13 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 28 | WNK | 15224 | RAJIV RANJAN | 01-03-1977 | UR | Proforma/IC/VC/TTR ACR 2008-09 TO 2012-13 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 29 | RSB (Div from | 15235 | JITENDRA KUMAR PANDIYA | 14-08-1977 | UR | Proforma/IC/VC/TTR ACR 2008-09 TO 2011-12 & No |

| | | | | | | |
|----|--|-------|------------------------------|------------|----|---|
| | EDN) | | | | | penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 30 | EDN | 15254 | GIAN PRAKASH(SEALED COVER) | 12-07-1974 | UR | Proforma/IC/VC/TTR/ACR-08-09 to 12-13 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 31 | WNK | 15466 | SATISH KUMAR | 20-08-1973 | SC | Proforma/IC/VC/TTR/ACR-13-14 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 32 | O/o Hon'ble Minister (Home, Power, UD, EDN, Higher EDN, DTTE.) (Div. from FSD) | 15479 | MAYANK BAHADUR | 16-11-1980 | UR | Proforma/IC/VC/TTR & ACR-2009-10 TO 2013-14 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 33 | DCO | 15524 | SUDHANSHU KUMAR | 09-12-1978 | UR | Proforma/IC/VC/TTR/ACR-09-10 to 13-14 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 34 | DCO | 15803 | ROSHAN TIWARI | 11-03-1979 | UR | Proforma/IC/VC/TTR/ APAR-14-15 onwards & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 35 | EDN | 15971 | AMBUJ SINGH RANABAT | 01-07-1987 | UR | Proforma/IC/VC/TTR/ACR-14-15 TO 18-19 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 36 | LNH | 15999 | RAJESH DAHIYA (SEALED COVER) | 10-07-1981 | UR | Proforma/IC/VC/ACR-2011-12 to 2015-16 & No penalty certificate as on DONP/Current status of disciplinary case/criminal |

| | | | | | | |
|----|-------|-------|------------------|------------|----|--|
| | | | | | | prosecution pending or Penalty completion Certificate (if any) |
| 37 | DCO | 16026 | SULINDER | 05-02-1980 | UR | Proforma/IC/VC/TTR/ACR-11-12 TO 15-16 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 38 | EDN | 16247 | AMIT KUMAR | 09-03-1986 | UR | Proforma/IC/VC/TTR/ ACR-13-14 TO 17-18 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 39 | NCC | 16322 | NAND KISHORE | 04-01-1968 | UR | Proforma/IC/VC/TTR/APAR-12-13 TO 16-17 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 40 | GBPH | 16377 | KUMAR JI MISHRA | 15-07-1967 | UR | Proforma/IC/VC/TTR/APAR-11-12 TO 15-16 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 41 | DDUH | 16425 | VINOD KUMAR | 20-05-1966 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 42 | DCO | 16545 | RIMPI GOEL | 24-08-1984 | UR | Proforma/IC/VC/TTR/APAR-2012-13 TO 2016-17 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 43 | REHAB | 16700 | MUKESH KUMAR | 16-05-1983 | UR | Proforma/IC/VC/TTR/APAR 2012-13 TO 2016-17 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 44 | W&CD | 16754 | DHARMENDRA SINGH | 15-04-1982 | SC | Proforma/IC/VC/ACR-13-14 TO 17-18 & No penalty certificate as on |

| | | | | | | |
|----|-------|-------|------------------|------------|----|--|
| | | | | | | DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 45 | EDN | 17167 | HARMAYA SINGH | 07-01-1968 | UR | Proforma/IC/VC/TTR & APARs 2016-17, 01/17-03/18, 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 46 | DAM | 17176 | KIRAN PAL SINGH | 03-08-1965 | UR | Proforma/IC/VC/TTR & APARs-2016-17 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 47 | DT&T | 17277 | AMIT KHATRI | 06-07-1992 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 48 | GAD | 17314 | NEERAJ MALIK | 10-12-1986 | UR | Proforma/IC/VC/TTR & APARs-2016-17 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 49 | DT&T | 17446 | VIPIN KUMAR MANN | 09-09-1989 | UR | Proforma/IC/VC/TTR & APAR-2021-22 & No penalty certificate as on DONP/Current status of Chargesheet/ Suspension period / disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 50 | DSSSB | 17473 | SHIVA ADHIKARI | 22-02-1991 | UR | Proforma/IC/VC/TTR & APARs-2018-19 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 51 | I&FC | 17641 | ASHWANI RANA | 25-04-1990 | UR | Proforma/IC/VC/TTR & APARs-2017-18 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion |

| | | | | | | |
|----|-------|-------|--------------------|------------|----|---|
| | | | | | | Certificate (if any) |
| 52 | IND | 17662 | HEMANT KUMAR HOODA | 26-05-1993 | UR | Proforma/IC/VC/TTR & APARs-2016-17 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 53 | DSSSB | 17823 | DEEPAK | 01-01-1985 | UR | Proforma/IC/VC/TTR & APARs -2016-17 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 54 | FSL | 17825 | ANSHUL BHATT | 02-10-1989 | UR | Proforma/IC/VC/TTR & APARs -2016-17 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 55 | DHS | 17878 | GAJENDRA SINGH | 16-05-1967 | SC | Proforma/IC/VC/TTR APARs-2017-18 & 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 56 | DSCST | 17902 | VIMAL KUMAR | 25-09-1987 | SC | Proforma/IC/VC/TTR and APARs-2016-2017 TO 2021-2022 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 57 | DSSSB | 18150 | MONIS AHMEDDI | 04-05-1989 | UR | Proforma/IC/VC/TTR, APARs-2019-2020 TO 2021-2022 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 58 | DSW | 18273 | RAKESH | 02-11-1989 | UR | Proforma/IC/VC/TTR & APARs-2016-17 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 59 | EDN | 18357 | HARISH | 03-01-1991 | UR | Proforma/IC/VC/TTR and APARs-2016-2017 TO 2021-2022 & No penalty |

| | | | | | | |
|----|-------|-------|---------------------|------------|-----------|--|
| | | | | | | certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 60 | EDN | 18363 | PANKAJ DABAS | 30-10-1982 | UR | Proforma/IC/VC/TTR & APARs-2018-2019 TO 2021-2022 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 61 | EDN | 18476 | DEEPAK KUMAR PANWAR | 18-12-1975 | UR/PH(OH) | Proforma/IC/VC/TTR & APARs-2016-2017 TO 2021-2022 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 62 | CJAIL | 18489 | LALITA RANI | 07-11-1986 | SC | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 63 | LAW | 18536 | PAWAN KUMAR | 15-12-1989 | UR | Proforma/IC/VC/TTR & APARs-2018-19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 64 | RCS | 18596 | SHIV KUMAR | 05-01-1993 | UR | Proforma/IC/VC/TTR & APARs-22/10/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 65 | NCC | 18616 | MANOJ KUMAR | 08-02-1973 | SC | Proforma/IC/VC/TTR & APARs-09/03/18-31/03/19, 2019-20 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 66 | EXCIS | 18620 | GAURAV MANN | 21-01-1992 | UR | Proforma/IC/VC/TTR & APARs-2019-20 TO 2023-24 & No penalty certificate as on DONP/Current status of |

| | | | | | | |
|----|---------------------------|-------|--------------|----------------|----|---|
| | | | | | | disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 67 | TTE (DIV. from EDN) | 18630 | RAJESH KUMAR | 14-06- 1975 | SC | Proforma/IC/VC/TTR & APARs-01/07/21-31/03/22 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 68 | GTBH | 18651 | MAIM PHOOL | 01-01- 1973 | SC | Proforma/IC/VC/TTR & APARs-2019-20, 01/04/20-27/05/20, 2022-23, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 69 | EDN | 18669 | NEERAJ KUMAR | 04-07- 1995 | UR | Proforma/IC/VC/TTR & APARs-28/09/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 70 | EDN | 18679 | SURESH KUMAR | 02-10- 1970 | SC | Proforma/IC/VC/TTR & APARs-05/03/18-31/03/19, 2019-20 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 71 | EDN | 18707 | SUNIL KUMAR | 01-07- 1967 | SC | Proforma/IC/VC/TTR & APARs-12/07/18-31/03/19 TO 2021-22, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 72 | CJAIL | 18742 | SOMTA DEVI | 20-12- 1971 | SC | Proforma/IC/VC/TTR & APARs-28/02/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 73 | F&S | 18753 | RAJESH | 26-06- 1993 | UR | Proforma/IC/VC/TTR & APARs-2019-20 TO 2021-22, 01/04/23-05/03/24 & No |

| | | | | | | |
|----|---------------------------|-------|----------------|------------|----|--|
| | | | | | | penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 74 | UD | 18855 | NEERAJ | 13-07-1995 | UR | Proforma/IC/VC/TTR & APARs-11/09/18-31/03/19 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 75 | DCO | 18867 | PARVEEN CHAHAR | 15-02-1991 | UR | Proforma/IC/VC/TTR & APARs-2019-20 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 76 | EDN | 18896 | ASHWANI | 30-03-1995 | UR | Proforma/IC/VC/TTR & APARs-27/09/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 77 | LNH | 18904 | NARENDER KUMAR | 15-07-1970 | SC | Proforma/IC/VC/TTR & APARs-13/04/18-31/03/19, 01/04/19-17/04/19, 2020-21, 2021-22, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 78 | TPT | 18937 | MANOJ MANN | 13-08-1988 | UR | Proforma/IC/VC/TTR & APARs-2018-19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 79 | NHMC | 18960 | KUNJ BIHARI | 19-01-1968 | SC | Proforma/IC/VC/TTR & APARs-2018-19 TO 2021-22, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 80 | GUREL (Div. from W&CD) | 18988 | RAMESHWAR LAL | 26-06-1973 | UR | Proforma/IC/VC/TTR & APARs-2022-23, 2023-24 & No penalty certificate as on |

| | | | | | | |
|----|--|-------|----------------------|------------|-------------------|---|
| | | | | | | DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 81 | GUREL (Div. from EDN) | 18995 | MAHENDRA SINGH | 10-04-1973 | UR | Proforma/IC/VC/TTR & APARs-23/07/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 82 | I&FC | 19009 | HARINDER SINGH | 03-07-1970 | UR | Proforma/IC/VC/TTR & APARs-19/07/18-31/03/19 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 83 | EDN | 19016 | RAM SIROMANI SARATHE | 01-02-1970 | UR/ PH (VH) | Proforma/IC/VC/TTR & APARs-10/07/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 84 | O/o Hon'ble Minister (L&J, LAB, Art, Culture, & Language, Tourism.) (Div. from I&FC) | 19052 | DEEPAK | 08-10-1994 | UR | Proforma/IC/VC/TTR & APARs-03/10/18-31/03/19 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 85 | DPCC (Div. from GTBH) | 19103 | AAKASH | 03-12-1992 | UR | Proforma/IC/VC/TTR & APARs-11/09/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 86 | GUREL (Div. from EDN) | 19156 | KARNAIL SINGH | 01-05-1971 | UR | Proforma/IC/VC/TTR & APARs-01/08/18-31/03/19 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion |

| | | | | | | |
|----|-----------------------------|-------|--------------------------|----------------|-------------------|---|
| | | | | | | Certificate (if any) |
| 87 | GUREL (Div. from CEO) | 19289 | SUNIL KUMAR GARG | 26-01- 1980 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 88 | GUREL (Div. from EDN) | 19443 | GAURAV | 24-03- 1977 | SC | Proforma/IC/VC/TTR & APARs-2022-23, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 89 | GBPH | 19457 | RAJ KUMAR SHARMA | 13-09- 1975 | UR | Proforma/IC/VC/TTR & APARs-18/09/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 90 | DMC | 19479 | ANURAAG KUMAR | 24-09- 1996 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 91 | GUREL (Div. from EDN) | 19485 | BABLU YADAV | 01-05- 1980 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 92 | GBPH | 19494 | MANOJ KAUL | 28-04- 1979 | UR | Proforma/IC/VC/TTR & APARs-2020-21 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 93 | DPCC (Div. from DHS) | 19499 | NAVEEN SHARMA | 14-11- 1980 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 94 | SGMH | 19504 | SURENDER KUMAR MATHUR | 03-04- 1973 | UR/ PH (VH) | Proforma/IC/VC/TTR & APARs-06/09/18-31/03/19 TO 2021-22, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal |

| | | | | | | |
|-----|-----------------------------|-------|------------------------|----------------|-------------------|---|
| | | | | | | prosecution pending or Penalty completion |
| 95 | EDN | 19509 | SHIV SWAROOP SHARMA | 20-12- 1969 | UR/ PH (VH) | Certificate (if any) Proforma/IC/VC/TTR & APARs-03/08/18-31/03/19 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 96 | F&WL | 19523 | SUNIL KUMAR MISHRA | 15-08- 1980 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 97 | EDN | 19524 | DILIP KUMAR | 17-05- 1975 | UR | Proforma/IC/VC/TTR & APARs-2019-20 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 98 | GUREL (Div. from DFW) | 19526 | RAMESH KUMAR ARORA | 15-05- 1980 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 99 | EDN | 19534 | ASHAD ALI | 01-05- 1971 | UR/ PH (VH) | Proforma/IC/VC/TTR & APARs-2022-23, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 100 | TTE (Div. from EDN) | 19536 | MAHENDER SINGH | 09-10- 1977 | UR | Proforma/IC/VC/TTR & APARs-2022-23, 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 101 | DPCC (Div. from CEO) | 19554 | AVADHESH SINGH | 20-08- 1989 | UR | Proforma/IC/VC/TTR & APARs-2022-23 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 102 | DPCC (Div. from EDN) | 19556 | NEERAJ KUMAR | 15-06- 1996 | UR | Proforma/IC/VC/TTR & APARs-03/10/22-31/03/23, 2023-24 & No penalty |

| | | | | | | |
|-----|----------------------------|-------|-------------------|----------------|----|---|
| | | | | | | certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion |
| 103 | EMP | 19557 | DHARMENDER | 08-04- 1995 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 104 | EDN | 19560 | SANJOO TIWARI | 10-07- 1987 | UR | Proforma/IC/VC/TTR & APARs- 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 105 | DHS | 19565 | SONIA | 30-09- 1992 | UR | Proforma/IC/VC/TTR & APARs-18/09/18-31/03/19 TO 2021-22 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 106 | RCS | 19567 | DHANANJAY | 08-08- 1984 | UR | Proforma/IC/VC/TTR & APARs-01/04/23-27/04/23 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 107 | DPCC (Div. from EDN) | 19568 | SUVIDA CHANDRA | 08-07- 1980 | UR | Proforma/IC/VC/TTR & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 108 | DPCC (Div. from DHS) | 19569 | SAJAN PALWAR | 01-11- 1990 | UR | Proforma/IC/VC/TTR & APARs-04/09/18-31/03/19 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
| 109 | EDN | 19572 | VIKAS | 20-10- 1998 | UR | Proforma/IC/VC/TTR & APARs-20/12/18-31/03/19 TO 2023-24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |

| | | | | | | |
|-----|-----|-------|----------|------------|----|--|
| 110 | EDN | 19578 | PRIYANKA | 02-03-1983 | UR | Proforma/IC/VC/TTR & APARs-13/06/23-31/03/24 & No penalty certificate as on DONP/Current status of disciplinary case/criminal prosecution pending or Penalty completion Certificate (if any) |
|-----|-----|-------|----------|------------|----|--|

*** Note : DATE OF NOTIONAL PROMOTION IS SUBJECT TO OUTCOME OF VIGILANCE CASE AGAINST THE OFFICIAL (IF ANY) AND PASSING/EXEMPTION TYPE TEST REPORT.**

- * TTR – Type Test Report
- * DONP – Date of Notional Promotion
- * IC – Integrity Certificate
- * VC- Vigilance Clearance

ANNEXURE-B

**PROMOTION TO THE POST OF GRADE-III (GNCTDSS)
PROFORMA FOR VIGILANCE, INTEGRITY & OTHER SERVICE PARTICULARS**

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------------------|---|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|----------------------|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 1. | Name of the official (in Capital Letters) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. | Date of Birth | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. | Seniority No. in Gr.IV (GNCTDSS) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. | Category (GEN/SC/ST) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. | Whether belongs to PH Category If yes, specify the details (HH/VH/OH) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. | Mode of Recruitment (DSSSB/ Compassionate / Redeployment / Promotion / Absorption) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. | Education Qualification | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8. | Present Department (with Date of Joining) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. | Whether Integrity Certified (Yes/No) (Please attach the Integrity Certificate) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10. | Whether any Vigilance case is/was pending/ Contemplated against the official (Yes/No). If yes, details thereof (Enclose copy of the Order) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. | Whether any charge sheet is/was issued under CCS(CCA) Rules, 1965 (Yes/No).If yes, details thereof | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12. | Whether any penalty in operation/ imposed (Yes/No) If yes, details thereof (Enclose copy of the Order) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | Whether any criminal case is/was pending against (a) the official (Yes/No). If yes, details thereof | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | Whether charge sheet submitted in the said case, (b) in the court against the official (Yes/No). If yes, details thereof | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14. | Type Test (Passed / Exempted), Give Letter No. & Date. Exemption granted w.e.f. _____ (Enclose attested copy of the order) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15. | Period of regular service rendered as Gr.IV (GNCTDSS) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16. | Details of Previous Postings, since appointment (use separate sheet, if required) | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <tr> <td>Name of the Departments</td> <td></td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table> | Name of the Departments | | | | | | | | | | | | | | | | | | | | | <table border="1"> <tr> <td>From (DD/MM/YYYY)</td> <td>To (DD/MM/YYYY)</td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table> | From (DD/MM/YYYY) | To (DD/MM/YYYY) | | | | | | | | | | | | | | | | | | |
| Name of the Departments | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| From (DD/MM/YYYY) | To (DD/MM/YYYY) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 17. | Present Residential address | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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|-----|-----------------------------------|---|--|
| | | | |
| 18. | Mobile Number | : | |
| 19. | E-mail id | : | |
| 20. | Any other information if relevant | : | |

(Signature of Official)

**(Signature of Head of
the Office)
Name of HOO with seal**

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Annexure-C**INTEGRITY CERTIFICATE**

The records of service of Sh./Ms./Smt _____, Grade-IV (GNCTDSS) who is to be considered for promotion to the post of Grade-III (GNCTDSS) have been carefully scrutinized and it is certified that there is no doubt about his/her integrity.

Signature of Head of Office
Name of HOO with seal

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VIGILANCE CLEARANCE CERTIFICATE

On the basis of the records of service of Sh./Ms./Smt _____, Grade-IV (GNCTDSS) who is to be considered for promotion to the post of Grade-III (GNCTDSS), it is certified that no vigilance case or disciplinary proceeding or criminal proceeding is pending against the said Sh./Ms./Smt _____ and he/she is clear* from vigilance angle in terms of the instructions issued by the DoPT, GOI vide OM dated 14/09/1992 and instructions issued in this regard from time to time.

Signature of Head of Office
Name of HOO with seal

***In case the official is not clear from the vigilance angle, then the details of the case shall be provided.**

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Annexure-D

**VIGILANCE CLEARANCE/NO PENALTY CERTIFICATE FOR PROMOTION
IN CASE OF LEFT OUT CASES OF PREVIOUS DPC**

On the basis of the service record of
Ms./Mrs./Sh. _____ DOB _____, Grade-
IV (GNCTDSS), who is to considered for promotion to the post of Grade-III
(GNCTDSS) (erstwhile DASS), it is certified that the official was clear from
vigilance angle in terms of the instructions issued by the DoPT OM dated
14.09.1992 & 02.11.2012 and no penalty was in operation on the date of
his/her notional promotion(i.e. _____).

**Signature of Head of Office
Name of HOO with seal**