

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

F. No.3(1)/12/2025/S-II/ 71-85

ORDER NO. 07

Date: 08/01/2026

On the recommendations of the Review Departmental Promotion Committee, the Competent Authority is pleased to appoint the following Grade-III(DSS)/Sr. Asstt. & Kanungo officials on promotion to the post of Grade-II(DSS)/Asstt. Section Officer in level 07 of pay matrix of pay scale of Rs. 44900-142400 (Pre-revised Rs.9300-34800 with grade pay Rs.4600/-) notionally w.e.f. the date mentioned at Column No. 6 under Rule 6 of DASS Rules, 1967:-

S. No.	Name of officials (Sh/Smt/Ms)	Date of Birth	Snty. No.	Cat.	Date of Promotion (on notional basis)
1.	2.	3.	4.	5.	6.
1.	SHEENU SAXENA/MATHUR	20/10/68	U8439	UR	13/02/2019
2.	ANIL KUMAR	02/03/78	U9428A	UR	14/09/2021
3.	AMIT JAIN	24/04/77	U9457	UR	14/09/2021
4.	JAGDEEP SINGH	24/03/70	K-143	UR	23/12/2022
5.	SACHIN KUMAR	04/10/79	U10323	UR	23/12/2022

The officials may exercise option with regard to fixation of pay, if any, as per FR22 within one month from the issue of this order.

However, the financial benefits will be admissible to the above mentioned officials with effect from the actual date of joining to the post of Grade-II/ASO and no arrear will be allowed for the period he has not actually worked as Grade-II/ASO.

Further, consequent upon their promotion to the post of Grade-II(DSS)/ASO, the above officials are hereby transferred/posted against vacant posts of Grade-II(DSS)/Assistant Section Officer in the department as mentioned against their name with immediate effect:

S. No.	Name of Officials (Sh/Smt/Ms)	DOB	Present Department	Transferred to
1	2	3	4	5
1.	SHEENU SAXENA/MATHUR	20/10/68	CEO	CEO
2.	ANIL KUMAR	02/03/78	F&S (DIV. IN SEC)	COOP
3.	AMIT JAIN	24/04/77	L&J	L&J
4.	JAGDEEP SINGH	24/03/70	DCO	EDN
5.	SACHIN KUMAR	04/10/79	L&J	L&J

The promotion is subject to the condition that the Head of the Departments concerned must ensure that no disciplinary proceeding/criminal proceeding is pending or no penalty was in operation against the promottee officials on the date of their notional promotion before relieving them to take up new assignment on promotion in the light of instructions contained in DoPT O.M. No.22011/4/91-

Contd...on next-page

Estt(A) dated 14/09/1992 and other related OM's issued from time to time. The above said conditions related to vigilance clearance & status of penalty shall invariably be mentioned in their relieving order as well. Further, an undertaking in this regard shall also be obtained from the officials concerned by the administrative department concerned before relieving them to new assignment on promotion.

If above official(s) is/are not clear from vigilance angle or his/their integrity is/are not certified as on date of notional promotion, the same should be brought to the notice of this department immediately.

Attention of Head of Department is also invited to the provisions of DOPT, Govt. of India, OM dated 20/03/1995, stipulating therein to fix responsibility on Controlling Authority for relieving of government servant on his promotion within a period of three months in any case.

The promotion shall be subject to outcome of further orders that may be passed by the Hon'ble Supreme Court in the case of Jarnail Singh & Others (Civil Appeal No.629 of 2022) arising out of SLP (C) No.30621/2011, as conveyed by the DoPT vide OM No.36012/16/2019-Estt.(RES) dated 12/04/2022.

This issues with the approval of the Competent Authority.


(JITENDRA KUMAR ARORA)
DEPUTY SECRETARY (SERVICES)

F. No.3(1)/12/2025/S-II/ 71-85

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

1. The SO to Chief Secretary, Govt. of NCT of Delhi, Delhi.
2. Head of the Department concerned, Govt. of NCT of Delhi, New Delhi with the request to intimate joining / relieving /otherwise of the aforementioned officials to this department immediately and to take declaration with regard to his/her Vigilance clearance & Status of penalty in attached proforma.
3. The PS to Secretary (Services), Govt. of NCT of Delhi, 5th Level, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi.
4. The PS to Spl. Secretary/Dy. Secretary-I/II(Services), Govt. of NCT of Delhi, 5th Level, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi.
5. All Section Officers of Services Department, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.
6. Section Officer, Services Department (Co-ordination Branch) with the request to upload this order on the web-site of this Department.
7. Officials concerned through HOD concerned.
8. Guard file.


(JITENDRA KUMAR ARORA)
DEPUTY SECRETARY (SERVICES)

Proforma

To

The Head of the Department,

Department Name_____.

Sub: - Declaration on promotion to the post of Grade II (DSS)/ASO.

Madam/Sir,

It is to inform that I (Name and Seniority No. of the Official) have been promoted to the post of Grade II (DSS)/ASO vide Services Department's Order No..... dated..... In this regard, I hereby declare that no disciplinary proceedings/criminal proceedings is pending against me and no penalty is in operation against me as on date of notional promotion in the light of instructions contained in DoPT O.M. No.22011/4/91-Estt(A) dated 14/09/1992 and other related OMs issued from time to time.

Further, the above statement is true to the best of my knowledge and if found incorrect at any stage, I will be liable for reversion to Grade-III(DSS)/Sr. Asstt. post & disciplinary proceedings as per rules.

Yours faithfully

Signature of the official_____

Name of the Official_____

Designation_____

Date of Birth_____

Seniority No._____