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.3 (1)/12/2025/S-II/ Date:

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

Sub: Promotion of the Left Out Cases of Grade-III/Kanungo officials to the post of Grade-II/Asstt. Section Officer- regarding.

Sir/Madam,

Kindly refer to this department's numerous letters and last letter dated 23/07/2024, wherein it was requested to forward Integrity Certificate/Vigilance Clearance Report/Service Particulars Proforma/ACRs & APARs of relevant period alongwith Copy of Suspension Order, Charge-sheet, Penalty Imposing Order/Penalty Completion Certificate & Treatment of Suspension Period(in case of disciplinary/criminal proceedings) of Grade-III/Kanungo officials whose cases were deferred/placed in sealed cover by the earlier DPC/Screening Committee.

Further, attention is invited to circular vide F.No.3(1)/(3)/2021/S-II/884-85 dated 22/03/2022 that 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 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 these officials are yet to be received from the concerned administrative department.

Hence, list of Grade-III/Kanungo officials presently posted in your

department (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 that to provide the service particulars after verifying the details from his/her service records in respect of officials mentioned in the attached Annexure-A, i.e., Integrity & Vigilance certificate(Annexure-B), service particulars proforma(Annexure-C) alongwith Vigilance Clearance & No penalty certificate(Annexure-D) as on date of their notional promotion or penalty completion certificate within 03 weeks of issue of this letter for considering their cases for promotion to the post of Grade-II/Asstt. Section Officer. In case of any disciplinary/criminal proceedings against the official, copy/copies of Suspension Order, Charge-sheet, Penalty Imposing Order/Penalty Completion Certificate & Treatment of Suspension Period may also be furnished.

If any of the official(s) (as per list attached) has expired/resigned/removed from service or in case where about not known, the necessary information in writing may be provided to this department.

This may be accorded Top Priority.

This issues with the approval of the Competent Authority.

Yours faithfully,

Digitally signed by Jitendra Kumar Arora
Date: 11-08-2025 17:06:27

Encl: As per attachment.

(JITENDRA KUMAR ARORA)
DY. SECRETARY(SERVICES)

No.F.3 (1)/12/2025/S-II/ Date:

Copy forwarded for information and necessary action to the: -

1. PS to Pr. Secretary (Services)/Spl. Secy. (Services).
2. Deputy Director, Directorate of Vigilance, Govt. of NCT of Delhi, Delhi with the request to furnish the present status of disciplinary/criminal proceeding pending against the officials at Sr. No.2, 5, 15, 16, 18, 27, 32 & 42 in reference to DOV's letter No.F7(A)/09/2019/DOV/1921-22 dated 02/03/2022 & No.F7(A) /09/2019/ DOV/5531/282 dated 18/05/22.
3. 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.
4. Section Officer (Coordination), Services Department, Govt. of NCT of Delhi, Delhi with the request to upload this letter on the website of Services Department.
5. Section Officer (Monitoring Cell), Services Department, Govt. of NCT of Delhi, Delhi with the request to get the service particulars from the concerned departments & monitor the progress.

6. Guard file.

(JITENDRA KUMAR ARORA)
DY. SECRETARY(SERVICES)

ANNEXURE-A

LIST OF LEFT OUT CASES (DEFERRED/SEALED COVER) OF PREVIOUS DPCs AS ON 01/08/2025

S.No	DEPTT	NAME	DOB	SNTY NO.	CAT	*DATE OF NOTIONAL PROMOTION (DONP)	DOCUMENTS REQUIRED
1.	F&S	MANOJ KR. SINGHAL	12/07/69	U7563	PH/UR	11/12/08	Proforma/IC/VC/ACRs/APARs 2002-03 TO 2006-07/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
2.	DSSSB	VINOD KUMAR	05/12/66	U6906	UR	26/05/11	Proforma/IC/Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
3.	CEO	JASWINDER KAUR	28/03/70	U7319	UR	05/08/13	Proforma/IC/VC/ACRs/APARs 2007-08 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)
4.	DT&T	JITENDER KUMAR MANSHI	03/03/70	U7409	SC	05/08/13	Proforma/IC/VC/ACRs/APARs 2007-08 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)
5.	EDN	SHANTA PARSHAD SHARMA	16/05/66	U7629	UR	31/03/15	Proforma/IC/VC/ACRs/APARs 2009-10 TO 2013-14/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
6.	COA	NEENA	01/01/67	U7696	SC	31/03/15	Proforma/IC/VC/ACRs/APARs 2009-10 TO 2013-14/ Vigilance

							clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
7.	CEO	RENU SETHI	11/03/67	U7721	UR	31/03/15	Proforma/IC/VC/ACRs/ APARs 2009-10 TO 2013-14/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
8.	F&S (SDCDRC)	SATISH KUMAR GUPTA	26/08/65	U7752	UR	31/03/15	Proforma/IC/VC/ACRs/ APARs 2009-10 TO 2013-14/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
9.	L&B	JASPAL SINGH	08/03/69	U7781	UR	31/03/15	Proforma/IC/VC/ACRs/ APARs 2009-10 TO 2013-14/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
10.	PAO	NARINDER KUMAR	06/03/69	U7811	UR	31/03/15	Proforma/IC/VC/ACRs/ APARs 2009-10 TO 2013-14/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
11.	AUDIT	INDER MOHAN	11/08/66	U7897	UR	31/03/15	Proforma/IC/VC/ACRs/ APARs 2009-10 TO 2013-14/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
12.	PAO	ANUPMA	30/04/69	U7941	UR	31/03/15	Proforma/IC/VC/ACRs/ APARs 2009-10 TO

							2013-14/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
13.	L&B	KULDEEP SINGH	01/09/66	U7957A	UR	29/03/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
14.	H&FW	MANOJ KUMAR MALHOTRA	02/05/67	U7994	UR	29/03/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
15.	LNH	SANDEEP JAIN	20/08/68	U8093	UR	29/03/16	Proforma/IC/Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
16.	BSAH	MOHAN VIRMANI	25/01/72	U8100	UR	29/03/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
17.	C.JAIL	ARUN KUMAR	16/04/72	U8274	UR	30/12/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
18.	W&CD	GOPAL SINGH BISHT	12/08/65	U8276	UR	30/12/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance

							clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
19.	EDN	SURINDER SINGH	12/07/69	U8298	UR	30/12/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
20.	DCO	SEEMA BAHL	20/11/70	U8457	UR	30/12/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
21.	DT&T	L.K. GAMBHIR	10/10/72	U8545	UR	30/12/16	Proforma/IC/VC/ACRs/ APARs 2010-11 TO 2014-15/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
22.	EDN (DIV. IN OBC Commn.)	VINOD KUMAR	02/05/67	U7851	SC	13/02/19 As per penalty imposed vide order dated 27/04/18	Proforma/IC/VC/APARs 2012-13 TO 2016-17 / Penalty imposing order/ Penalty Completion Certificate/ copy of suspension order, charge-sheet & treatment of suspension period(if any)
23.	CEO	SHEENU SAXENA/MATHUR	20/10/68	U8439	UR	13/02/19 as per penalty imposed vide order dated 25/10/2016	Proforma/IC/VC/APARs 2012-13 TO 2016-17 / Penalty imposing order/ Penalty Completion Certificate/ copy of suspension order, charge-sheet & treatment of suspension period(if any)
24.	LNH	RAKESH KUMAR GROVER	01/11/72	U8895	UR	13/02/19	Proforma/IC/VC/ACRs/ APARs 2012-13 TO 2016-17/ Vigilance clearance & No penalty certificate as on DONP/

							Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
25.	EDN	ANIL KUMAR	01/02/73	U9070	UR	07/03/19	Proforma/IC/Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
26.	L&B	KULBIR SINGH	10/02/68	U9083	UR	07/03/19	Proforma/IC/VC/ACRs/ APARs 2012-13 TO 2016-17/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
27.	F&S (SDCDRC)	ROHIT KUMAR	25/02/77	U9801A	SC	07/03/19	Proforma/IC/VC/ACRs/ APARs 2012-13 TO 2016-17/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
28.	H&FW	KAMLESH KUMAR	22/08/72	U9806	SC	07/03/19	Proforma/IC/VC/ACRs/ APARs 2012-13 TO 2016-17/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
29.	EDN	KUSUM LATA YADAV	16/02/70	U8863	UR	14/09/21 as per penalty imposed vide order dated 09/07/2020	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Penalty imposing order/ Penalty Completion Certificate/ copy of suspension order, charge-sheet & treatment of suspension period(if any)
30.	EDN	MOTIKA SINHA	14/02/75	U9330	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal

							prosecution pending or Penalty Completion Certificate (if any)
31.	AUDIT	KAMNA DEEP	11/06/77	U9410A	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
32.	TTE	RAJENDER SINGH BANSAL	15/08/66	U9423	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
33.	F&S (DIV. IN SEC)	ANIL KUMAR	02/03/78	U9428A	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
34.	F&S (SDCDRC)	KULBIR SINGH	01/04/78	U9430A	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
35.	L&J	AMIT JAIN	24/04/77	U9457	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
36.	EDN	SUNIL PARASHAR	10/08/66	U9465	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)

37.	EDN	RAJESH KUMAR	02/01/70	U9469	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
38.	EDN	SATISH SINGH ASWAL (DEEMED SEALED COVER)	12/09/76	U9517A	UR	14/09/21	Current status of disciplinary case/criminal prosecution pending
39.	EDN	SHAMSHER SINGH	03/03/73	U9549	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
40.	H&FW	SHAH NAWAZ HASSAN	02/01/75	U9569	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
41.	DSSSB	VIJAY KUMAR DASS	19/06/76	U9588	UR	14/09/21	Proforma/IC/VC/APARs 2016-17 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
42.	DSW	MOHAN CHANDER JOSHI	14/08/76	U9592A	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
43.	F&S (SDCDRC)	BAL KISHAN	13/01/76	U9671	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)

44.	EDN	BAHADUR SINGH	22/12/73	U9712	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
45.	TPT	DANDU SRINIVAS	14/04/76	U9766	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
46.	W&CD	KISHAN SINGH	01/06/73	U9786	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
47.	DCO	MANJEET SINGH	20/10/69	K-113	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
48.	H&FW	BASANT B. KHATRI	27/02/79	U9923	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
49.	EDN	MANOJ PANWAR	01/08/78	U9948	UR	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
50.	DCO	SHYAM PAL SINGH	10/12/65	K-135	SC	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2018-19/ Vigilance clearance & No penalty certificate as

							on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
51.	NCC	DHARMENDER CHAUDHARY	29/04/67	Ù10180	SC	14/09/21	Proforma/IC/VC/APARs 2014-15 TO 2015-16/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
52.	DCO	KRISHAN KUMAR-II	11/01/66	K-122	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
53.	DCO	SRI BHAGWAN-I	01/05/66	K-126	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
54.	DCO	ASHOK KUMAR-II	26/07/67	K-128	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
55.	DCO	VIJENDER	20/03/67	K-133	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
56.	DCO	JAGDEEP SINGH	24/03/70	K-143	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status

							of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
57.	CEO	HARINDER KUMAR YADAV	20/10/82	U10314	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
58.	L&J	SACHIN KUMAR	04/10/79	U10323	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
59.	CEO	VIRENDER TYAGI	01/01/66	U10417	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
60.	DCO	MUKESH SHARMA	09/10/68	K-148	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
61.	EDN	SATPAL SINGH	19/08/65	U10669A	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
62.	EDN	MANISH KUMAR	22/07/85	U10719	UR	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as

							on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
63.	CEO	VINOD KUMAR	01/10/78	U10820	SC	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
64.	L&B	SUMITRA DEVI	10/06/82	U10957A	SC	23/12/22	Proforma/IC/VC/APARs 2015-16 TO 2019-20/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
65.	DCO	PAWAN KUMAR	15/03/85	U10746	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
66.	EDN	KAPIL KUMAR	13/05/87	U10761	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
67.	TPT	SAVIN SEHRAWAT	18/07/87	U10811	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
68.	CEO(DIV. IN CMO)	VIRENDER KUMAR	21/08/84	U10830	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance &

							No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
69.	LAB	SUNIL PANWAR	15/03/86	U10874A	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
70.	DSW	PRAVEEN KUMAR	10/03/84	U10952	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
71.	TTE	NEERAJ KUMAR	01/05/78	U9498	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance & No penalty certificate as on DONP/ Current status of disciplinary case/criminal prosecution pending or Penalty Completion Certificate (if any)
72.	CEO	VIKRAM CHAND (SEALED COVER)	05/06/78	U9614	UR	01/01/25	Proforma/IC/VC/APARs 2017-18 TO 2021-22/ Vigilance clearance & 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).**

LIST OF ADHOC GRADE-II (DASS) YET TO BE REGULARIZED

SNO	DEPTT.	SNTY NO.	NAME OF OFFICIAL	DOB	CAT	Date of Regularization(DOR)	DOCUMENTS REQUIRED
1	CEO	U8769	KISHORI LAL	15/11/71	UR	16/02/2018	Proforma/IC/VC/APARs 2015-16 TO 16-17/ Vigilance clearance & No penalty certificate as on DOR

2	EDN	U9163	SANGEETA	08/05/73	UR	07/03/2019	Proforma/IC/VC/APARs 2012-13 TO 16-17/ Vigilance clearance & No penalty certificate as on DOR

Annexure-B

INTEGRITY CERTIFICATE

The records of service of Sh./Ms./Smt..... (DOB:.....) Grade-III who is to be considered for promotion to the post of Grade-II 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..... (DOB: .....)Grade-III who is to be considered for promotion to the post of Grade-II, 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

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

Annexure - C

PROMOTION TO THE POST OF GRADE-II/ASSTT. SECTION OFFICER
PROFORMA FOR VIGILANCE, INTEGRITY & OTHER SERVICE PARTICULARS

1. Name of the official (in capital letters) :
2. Date of Birth :
3. Seniority No. in Gr.III (DASS)/Kanungo :
4. Qualification :
5. Category (Gen/SC/ST) :
6. PH Sub-Category :

   (VH/DD/Ortho)

7. Present Department (with date of joining) :
8. Whether Integrity Certified (Yes/No) :
9. Details of suspension, if any :
10. Whether any Disciplinary/departmental :

    case is pending/contemplated against
    the official (Yes/No)If yes, details thereof

11. Whether any charge sheet is issued :

    under CCS(CCA) Rules, 1965 (Yes/No).
    If yes, details thereof

12. Whether any penalty is/was in operation/ :

    imposed(Yes/No). If yes, details thereof

13. (a)Whether any criminal case is pending :

    against the official (Yes/No). If yes,
    details thereof.

    (b) Whether charge sheet submitted in :
    the said case in the court against
    the official(Yes/No). if yes, detail thereof.

14. Previous Departments, since entry into :

    Government Service (use separate sheet, if required)

S.No.	Departments	Designation	From (DD/MM/YY)	To (DD/MM/YY)
1.				
2.				

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15. Present Residential address :
16. Telephone/Mobile Number :
17. E-mail address :
18. Any other information :

(Signature of Official concerned)

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

Annexure – D

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

On the basis of the service record of Sh. _____, Designation_____ DOB:_____ who is to be considered for promotion to the post of Grade-II/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 notional promotion_____ .

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Name of HOO with seal

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