

REMINDER-I

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (II)
(Delhi Secretariat, 5th Level, A-Wing, I.P. Estate, New Delhi-02)
(<http://services.delhigovt.nic.in>)

No.F.4/10/2021/S-II/ 282-84

Dated: 27/01/22

To

The Head of the Department,

Govt. of NCT of Delhi,
Delhi/New Delhi.

Sub: **Initiation of process for Promotion to the post of Grade-III (DASS).**

Sir/Madam,

Kindly refer to this department's letter of even number dated 15/12/2021 wherein it was requested to forward the Integrity Certificate, Vigilance Clearance, Type Test Report & Annual Confidential Reports in respect of Grade-IV (DASS) officials for promotion to the post of Grade-III (DASS).

However, despite best of efforts put in by the Services Department, the requisite information/documents in respect of the officials, as per list enclosed, are yet to be received from the department concerned.

Further, it is stated that the lapse/omission on the part of the Competent Authority in issuance of IC/VC in time deprives otherwise eligible Grade-IV (DASS) officials from getting promotion to the next higher grade.

It is, therefore, once again requested that the service particulars of the officials may kindly be forwarded to this department **within 07 days** positively so as to finalize the cases of promotion. It may be ensured that the content of the letter may be brought to the notice of official concerned.

Yours faithfully,

Encl: As above.

(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

No.F.4/12/2020/S-II/ 282-84
Copy to :

Dated: 27/01/22

1. Section Officer, Services Branch IV, Govt. of NCT of Delhi, 7th Level, Delhi Secretariat, Delhi, with the request to forward the requisite APARs in respect of officials mentioned in the list at the earliest.
2. The Section Officer (Co-ordination) with the direction to upload the circular on the official website of Services Department.

(BHAIRAB DUTT)
DEPUTY SECRETARY (SERVICES)

LIST OF GRADE-IV (DASS) OFFICIALS

S.No.	Department	Snty. No.	Name of the official Sh./Smt./Ms. DOB	CAT.	DOCUMENTS STILL AWAIED
1.	GTBH	17109	RASHI 24/12/86		IC/VC/TTR & APARs 2015-16, 2016-17, 04/17-08/17, 10/18- 03/19 & 2019-20
2.	TPT	17110	DEEPIKA 13/07/90	SC	IC/VC/TTR & APARs 2015-16
3.	CEO	17111	SUDESH RANI 28/08/85		IC/VC/TTR & APARs 08/19- 11/19
4.	DT&T	17113	ASHA MURALI RAO 01/04/65		IC/VC/TTR
5.	DT&T	17114	MEENA 15/06/62	SC	IC/VC/TTR
6.	EXCISE	17115	KHUSHBOO 19/05/87		IC/VC/TTR
7.	DIP	17119	CHANDERA 15/11/73		TTR
8.	EDN	17121	URMILA PANDEY 02/01/71		APARs 2015-16 TO 2019-20

IC- Integrity Certificate

VC-Vigilance Clearance

TTR- Type Test Report