

GOVT. OF N.C.T. OF DELHI
SERVICES DEPARTMENT (ACP CELL)
5TH LEVEL, A-WING, DELHI SECRETARIAT
NEW DELHI - 110002

No. F.9(5)/2003/ACP Cell/Services/Pt.File II/ 212-16

Dated: 14/04/2022

To

All the Heads of Department
Govt. of NCT of Delhi
New Delhi

Subject: Regarding grant of 3rd financial upgradation under MACP Scheme to Senior PA/PS.

Sir,

With reference to the above noted subject, it is informed that after going through the available records provided by respective Administrative Department and ACR Cell the following service particulars / documents in respect of Senior PA/PS are required to process their MACP cases before designated Screening Committee:

S. NO	Name of the official	DOB	Eligibility for 3RD MACP	Deptt.	Documents Required
1	HEMA ARORA, PS	30.04.71	16.07.21	DT&T	Fresh IC & VC
2	ANJU CHADHA, PS	06.06.66	01.02.20	DGHS	Fresh IC & VC
3	RAM AVTAR, PS	21.03.65	13.11.21	EDN	Fresh IC & VC
4	RASHMI BALA SHARMA, PS	10.05.65	18.11.21	EDN	Fresh IC & VC
5	GEETA RANJAN, PS	01.10.66	02.07.20	DEV DEPT.	Fresh IC & VC
6	SAVITA SURI, PS	07.05.63	03.07.19	Prisons	ACRs 13-14 to 16-17

As the meeting of Screening Committee is to be held shortly, it is requested that above mentioned information/documents may be provided immediately so that their ACP/MACP cases are processed accordingly.

Encl : Proforma for seeking
Vigilance Status from DOV

Yours faithfully



(Amitabh Joshi)

Dy. Secretary (Services)

No. F.9(5)/2003/ACP Cell/Services/Pt.File II/ 212-216

Dated: 14/04/2022

1. Section Officer (Co-ordination) with request to upload on the official website of Services Department, GNCT of Delhi



(Amitabh Joshi)

Dy. Secretary (Services)

Proforma for seeking Vigilance Status Report from DOV

[In case of DANICS/Adhoc DANICS / Grade-I (DASS) / Sr. P.A.]

Name of the Department:

S.No.	Name & Designation of the Officer (Sh./Smt./Ms.)	Date of Birth	Details of any Vigilance matter/disciplinary proceedings pending or contemplated against the Officer	Details of Penalties imposed, If any	Details of the previous posting(s) on Gazetted posts (As per service book & duration record)		Any other relevant information
					Deptt.	Duration	

It is certified that above information is as per Service Book and personal file(s) and is true and correct.

Name & Signature of the Authorised Officer
with Seal & Date