

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT
B-WING, 7TH LEVEL, DELHI SECRETARIAT,
NEW DELHI-110002

No. F.2(2)/RR/Committee/2018/S-IV/1457-1466

Dated: 27/07/18

To,

The Pr. Secretary/Secretary/Head of Departments

Govt. of NCT of Delhi

Sub: - **Restructuring of DASS Cadre under Govt. of NCT of Delhi-regarding**

Sir/Madam,

I am directed to invite your kind attention to Office Memorandum No. F.2(2)/RR/Committee/2018/S-IV/1346-54 dated 16/07/2018 vide which the 'in principle' approval of the Hon'ble Lt. Governor, Delhi for restructuring of DASS Cadre was conveyed and the para-2(i) of the said OM which relates to the number of posts to be created/abolished for restructuring of DASS Cadre.

I am also directed to refer to the aforementioned OM which stipulates that the process of creation/abolition/identification of posts shall be taken up with the departments concerned, Administrative Reforms Department and Finance Department as per extant rules.

The copy of the aforementioned OM No. F.2(2)/RR/Committee/2018/S-IV/1346-54 dated 16/07/2018 is attached herewith for ready reference.

All the Pr. Secretaries/Secretaries/ Head of Departments are, therefore, requested to provide the information regarding number of posts to be created/abolished in the department concerned in enclosed proforma to the Services Department by **02/08/2018** positively, to enable this department for manpower management of restructured DASS Cadre. The soft copy containing the requisite information may also be provided at email ID secservices@nic.in.

Yours faithfully,

Encl: As above

(C.UDAY KUMAR)

SPECIAL SECRETARY (SERVICES)

Contd...

:2:

No. F.2(2)/RR/Committee/2018/S-IV/1457-1466

Dated: 27/7/18

Copy to:-

1. The Principal Secretary to Hon'ble Lt. Governor, Delhi
2. The Staff Officer to Chief Secretary, GNCTD.
3. PS to Secretary (Services)/PA to Special Secretary (Services)-I/ PA to Additional Secretary/Dy. Secretary for information.
4. Section Officer (Services-IV), Services Department, GNCTD for taking necessary action.
5. Section Officer (Co-ordination), Services Department, GNCTD with the direction to upload this letter on the web-site of Services Department.
6. Guard File.

PROFORMA
(to be filled by departments)

INFORMATION IN RESPECT OF STENO CADRE OFFICER/OFFICIALS

Name of the Department* :

Name of the In-charge/H.O.O.:
with contact number (Mobile/Landline).....

i). Creation of posts in Steno Cadre**

Grade	Sanctioned Post	Filled Posts	Vacant Post	Creation of additional posts		
				No. of posts	Designation and sections for which posts to be created	Justification for creation of posts
Principal Private Secretary						
Private Secretary						

**The post for creation be indicated in order of priority.

ii). Abolition of posts in Steno Cadre

Grade	Sanctioned Post	Filled Posts	Vacant Post	Abolition of posts	
				No. of posts	Designation and sections for which posts to be abolished
Personal Assistant					
Stenographer					

*Note:-Information in respect of the departments viz. Revenue, PAO, Education, Social Welfare, Women and Child Development, I&FC etc. should be submitted by the Head Quarter after compiling the information from its' field offices. The information submitted by the respective filed offices directly will not be accepted.

(Signature of HOD/HOO)
Name of HOD/HOO with seal

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT
B-WING, 7TH LEVEL, DELHI SECRETARIAT,
NEW DELHI-110002

NO. F.2(2)/RR/Committee/2018/S-IV/1346-1354

Dated: 16/7/18

OFFICE MEMORANDUM

Subject:- Restructuring of Delhi Administration Subordinate Services (DASS) Cadre, Government of NCT of Delhi.

The undersigned is directed to convey that pursuant to the submission of the report of the three member Committee constituted with the approval of the Hon'ble Lt. Governor to look into the grievances of Government employees of Government of NCT of Delhi including restructuring of DASS/Stenographer Cadre, the report of the said Committee has been examined.

2. The Hon'ble Lt. Governor, being the Competent Authority, in exercise of the powers conferred by the proviso to Article 309 of the Constitution read with the Government of India, Ministry of Home Affairs' Notification No.F.27/59-Him (i), dated the 13.07.1959 r/w Notification S.O.3531 dated 24.09.1968, notification dated 10.02.1967 r/w notification dated 04.12.1980 and the delegation of powers for creation of posts conveyed vide letter No. U.14011/134/95-Delhi-II dated 23.05.1996 and U.14011/134/96-Delhi-II dated 01.01.1997 of Government of India, Ministry of Home Affairs, and all other powers enabling him in this behalf, has accorded '**in principle**' approval for implementation of the following recommendations:-

(i) Creation/Abolition of Posts

- (a) Creation of 163 posts of Grade-I DASS and 635 posts of Grade-II DASS;
- (b) Abolition of 602 posts of Grade-III DASS and 586 posts of Grade-IV DASS;

(ii) Residency period for promotion to next higher grade for DASS

- (a) Residency period for promotion from Grade-IV DASS to Grade-III DASS will be six (6) years regular service in the grade.
 - (b) Residency period for promotion from Grade-III DASS to Grade-II DASS will be eight (8) years regular service in the grade.
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- (c) Residency period for promotion from Grade-II DASS to Grade-I DASS will be six (6) years regular service in the grade.

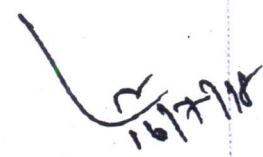
(iii) Promotion through Limited Departmental Competitive Examination (LDCE)

- (a) 15% of the posts under promotional quota of Grade-III (DASS) to be filled up through LDCE from Grade-IV (DASS) officials and the residency period for promotion through LDCE will be three (03) years of regular service in the grade.
- (b) 15% of the posts under promotional quota of Grade-II (DASS) to be filled up through LDCE from Grade-III (DASS) officials and the residency period for promotion through LDCE will be five (05) years of regular service in the grade.

3. The process of creation/abolition/identification of posts in DASS Cadre shall be taken up with the departments concerned, Administrative Reforms Department and Finance Department as per extant rules.

4. The necessary amendment to Service Rules of DASS Cadre shall be taken up with the UPSC.

5. This issues with the prior approval of the Hon'ble Lt. Governor, Delhi


(C.UDAY KUMAR)
SPECIAL SECRETARY (SERVICES)

All Principal Secretaries/Secretaries
/HoDs/Local/Autonomous Bodies,
Government of NCT of Delhi, New Delhi/Delhi

No. F.2(2)/RR/Committee/2018/S-IV/1346-1354-

Dated: 16/7/18

Copy to:-

1. The Joint Secretary (UT), Ministry of Home Affairs, Govt. of India, North Block, Delhi with reference to letter No. U.14011/134/96-Delhi-II dated 01.01.1997 for information.
2. The Principal Secretary to Hon'ble Lt. Governor, Delhi
3. The Staff Officer to Chief Secretary, GNCTD.
4. PS to Secretary (Services)/PA to Special Secretary (Services)-I/ PA to Additional Secretary/Dy. Secretary for information.
5. Section Officers (Services-IV), Services Department, GNCTD for taking necessary action.
6. Section Officer of all the branches of Services Department, GNCTD.
7. Section Officer (Co-ordination), Services Department, GNCTD with the direction to upload this Office Memorandum on the web-site of Services Department.
8. Guard File.