

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
ACP CELL (SERVICES DEPARTMENT)  
5<sup>TH</sup> LEVEL, A-WING, DELHI SECRETARIAT,  
I.P. ESTATE, NEW DELHI-110002  
( <http://services.delhigovt.nic.in>)

No.F.4(22)/17/ACP/Services/DEDA/DSMDC/846 - 848

Dated : 20/07/23

To

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

Sub:- Request to forward ACRs/Grading Chart / Non -Availability Certificate in respect of following official for grant of financial upgradation under ACP/MACP Scheme.

Madam / Sir

I am directed to refer to letter No.F10(16)/ACP/Services/Misc/2017/P-II/100 dated 19.02.2020 and inform that the ACP/MACP cases in respect of following officials re-deployed from DEDA/DSMDC/UD/DKB/DRDA etc. are in process.

The Service Particulars, fresh performa/ ICVC/ACRs in respect of following officials are required to process their ACP/MACP cases :

Sl. NO.	Name of officials & Designation (Sh./Smt./Ms./)	D.O.B.	Deptt.	Deficiency / Document required
1.	Veena Sharma, Retd. Sr.Astt.	( DOB 25.06.59)	EDU	Application in prescribed proforma / Current Vigilance Status & ACR folder
2.	Kanhayi Lal Sharma, Retd. ASO	01.07.57	L&B	ACR for the Period 1992-93 to 1997-98 or Non Availability Certificate
3	Rajender Kumar, Retd. ASO	02.03.63	UD	ACR folder
4.	Madhu Mathur, PA	19.06.71	GTBH	ACR Folder
5.	Ajay Misra, ASO	06.09.68	IND	ACR Folder
6.	Suniti Singh, ASO	08.05.67	L&B	ACR folder
7.	Indraj Singh, ASO	01.06.64	EDU	Application in prescribed proforma / Current Vigilance Status & ACR folder

In case of non-availability of ACRs/APAR for relevant period equal number of preceding years ACRs/APAR or available ACRs/APAR in terms of Para 6.2.1 (c) of O.M dated 10.04.1989 may be provided.

It is, therefore, requested that above mentioned information /documents may be provided within 10 days of receipt of this letter so that their ACP/MACP cases are processed accordingly.

Yours faithfully,

(Bhairab Dutt)

Deputy Secretary-II (Services)

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Copy to:

1. Section Officer( Co-ordination) with request to upload on the official website of Services Deptt. GNCT of Delhi .
2. Section Officer (S-IV) /(ACR Cell)Services Deptt. GNCT of Delhi with request to provide ACRs/folder/Non Availability Certificate (NAC)

(Bhairab Dutt)

Deputy Secretary-II (Services)