

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

No.F.14 (1)/1/Class-IV/Promotion/2019/S-III / 3245

Date: 08/12/2020

To

All the concerned Head of Departments,
Govt. of NCT of Delhi,
Delhi/New Delhi.

Sub: **Promotion to the post of Grade-IV (DASS)/Junior Assistant -
Furnishing Vigilance Clearance Report/ Integrity Certificate in
respect of regular Class-IV/Group 'C' (erstwhile Group D)
employees-reg.**

Sir/Madam,

I am directed to request to furnish Vigilance Clearance Report, Integrity Certificate along with Willingness/Un-willingness and employee details proforma in respect of regular Class-IV/Group 'D' [now Group 'C'] employees of your department as per Annexure 'A' enclosed for considering their promotion to the post of Grade-IV(DASS)/Junior Assistant.

It is requested to ensure that Integrity Certificate and Vigilance Clearance Report along with Willingness/Un-Willingness and Employee Details Proforma (as per format enclosed) in respect of each official ~~be~~ sent to this department latest by **24.12.2020** positively, failing which the official concerned may not be considered for promotion and responsibility for the same will rest with the concerned department only. It may also be brought to the notice of the concerned official that option of willingness/un-willingness once exercised cannot be changed at any stage.

Further, if any of the Group 'C' (erstwhile Group 'D') employees mentioned in the attached list had promoted/retired/resigned/expired, their names may also be sent to this department with complete details.

Yours faithfully,

Encls:- as above.


DEPUTY SECRETARY (SERVICES)

No.F.14 (1)/1/Class-IV/Promotion/2019/S-III / 3245

Date: 08/12/20

Copy for information and necessary action to:-

1. Section Officer (Coordination.), Services Department with the request to upload the letter on the department's website.


DEPUTY SECRETARY (SERVICES)

EMPLOYEE DETAILS PROFORMA

1	Name & Design. of the official (Sh/Smt/Miss)	:	
2	Date of Birth	:	(In figures-(xx/xx/xxxx):
			(in words).....
3	Designation/Post held	:	
4	Whether the official has been promoted to the post of Lab. Assistant (Yes/No)	:	
5	If yes, order no. and date of Promotion	:	
6	Date of relieving from Present Deptt.	:	
7	If No:	:	
8	Date of regular Appointment in Class-IV	:	
9	Seniority No. in Class-IV/Group-C	:	
10	Category(Gen/SC/ST/OBC)	:	
11	PH(VH/HH/OH)	:	
12	Present Pay Level with Pay	:	
13	Educational Qualification (at the time of initial appointment)	:	
14	Subsequently acquired educational qualification with date of passing the relevant exam:(Also send an attested photocopy of first page of service book showing addition of matric/equivalent qualification in service book)	:	
15	Whether Integrity Certified (Yes/No)	:	
16	Whether any vigilance case is pending/ contemplated against the official (Yes/No), If yes, details thereof:	:	
17	Whether any charge sheet is issued under CCS(CCA) Rules, 1965 (Yes/No), If yes details thereof	:	
18	Present Residential Address with Pin Number	:	
19	Telephone Number/ Mobile Number	:	
20	Whether the official has given his willingness for promotion to the post of Grade-IV DASS/Junior Assistant, if so, the date of intimation.	:	
21	Any other Information	:	

(Signature of the official)

Certified that the above mentioned information is true and correct as per the service record of the official maintained in the department.

(SIGNATURE OF HEAD OF OFFICE WITH SEAL)

CERTIFICATE

I,, S/o.....DOB.....

working in Section/Branch.....of.....

Department, am willing for promotion to the post of Grade-IV (DASS)/ Junior Assistant.

SIGNATURE OF THE OFFICIAL

**SIGNATURE OF HEAD OF OFFICE
(official Seal)**

CERTIFICATE

I,, S/o.....DOB.....

Working in Section/Branch.....of.....

Department am not willing for promotion to the post of Grade-IV (DASS)/ Junior Assistant.

SIGNATURE OF THE OFFICIAL

**SIGNATURE OF HEAD OF OFFICE
(official Seal)**

Note:- It may be brought to the notice of the concerned official that option of willingness / Un-willingness once exercised will not be changed at any stage.

LIST OF ELIGIBLE CLASS-IV EMPLOYEES COMING IN THE ZONE OF CONSIDERATION FOR PROMOTION TO THE POST OF GR.IV(DASS)/JUNIOR ASSISTANT.

Sl. No.	Snty. No.	Name of the official	CAT	Designation	DOB	Date of Apptt. as Group-D	Present Deptt.
1	2577	RAJENDER PRASAD	UR	N.O.	12.04.62	19.02.03	DCO
2	2578	UDAI SINGH	OBC	PEON	05.05.63	29.04.03	PROS
3	2579	DHARMENDRA KUMAR SHARMA	UR	PEON	25.10.69	29.04.03	PROS
4	2580	DEONIS KUJUR	ST	PEON	03.04.63	14.05.03	I & FC
5	2581	MEENA KUMARI	SC	DRESSER	10.09.72	13.06.03	DHS
6	2582	VIPIN KUMAR	UR	PEON	03.02.83	25.06.03	GGSGH
7	2583	SUDESH KUMARI	UR	PEON	01.07.70	08.07.03	L&B
8	2584	PARDEEP KUMAR	UR	PEON	10.06.80	21.07.03	LABOUR
9	2585	MAHESH KUMAR	SC	PEON	12.12.75	28.07.03	LABOUR
10	2586	MS. MAMTA	UR	PEON	10.01.80	08.08.03	LABOUR
11	2587	MOHAN LAL	SC	PEON	28.11.80	13.08.03	LABOUR
12	2588	KRISHNA NAND	OBC	N.O.	02.01.70	27.08.03	GBPH
13	2589	MS.SAVITA	UR		12.04.81	27.08.03	LABOUR
14	2590	RAMESH KUMAR	OBC		01.01.73	02.09.03	PROHIBITION
15	2591	KIRTI AZAD	SC	PEON	01.01.76	02.09.03	PROHIBITION
16	2592	SUNITA	SC	CHOWKIDAR	04.09.78	04.09.03	LABOUR
17	2593	SURENDER SINGH	SC	FIELD MESS.	08.01.74	08.09.03	CD&HG
18	2594	SHOBHA	UR	FIELD MESS.	10.10.74	08.09.03	CD&HG
19	2595	KIRAN SHARMA	UR	FIELD MESS.	24.07.75	08.09.03	CD&HG
20	2596	HARI OM SHUKLA	UR	FIELD MESS.	08.01.78	08.09.03	CD&HG
21	2597	PARVINDER CHAUHAN	SC	FIELD MESS.	14.06.79	08.09.03	CD&HG
22	2598	HIRDESH KUMAR	UR	FIELD MESS.	13.10.79	08.09.03	CD&HG
23	2599	GAURAV KUMAR	UR	FIELD MESS.	27.09.81	08.09.03	CD&HG
24	2600	AMAR NATH	ST	FIELD MESS.	12.05.82	08.09.03	CD&HG
25	2601	SURESH KUMAR	SC	CHOWKIDAR	10.08.64	12.09.03	EDN.
26	2602	PARMOD KUMAR	OBC		01.03.72	16.09.03	EDN.
27	2603	KAILASH CHAND	UR	DRESSER	07.07.76	16.09.03	SGMH
28	2604	SUMAN GUPTA	OBC	N.O.	21.08.80	16.09.03	SGMH
29	2605	KRISHAN KUMAR	UR	DRESSER	10.04.82	16.09.03	SGMH

30	2606	PRADEEP KUMAR	UR	CHOWKIDAR	07.09.72	17.09.03	EDN.
31	2606-A	BABU LAL	SC	PEON	10.07.64	19.09.05	EDN.
32	2607	JANKI DEVI	UR	WW	08.03.64	20.09.03	EDN.
33	2608	RAM ABHILASH	OBC	CHOWKIDAR	09.09.71	20.09.03	EDN.
34	2609	SUNIL RANI	OBC	O.T. ATTND	01.01.72	20.09.03	BSAH
35	2610	ANIL KUMAR RANA	OBC	N.O.	01.12.72	20.09.03	BSAH
36	2611	SEEMA	SC	N.O.	01.01.73	20.09.03	BSAH
37	2612	DINESH KUMAR	SC	N.O.	08.03.73	20.09.03	BSAH
38	2613	HRUSHI KESHA SAHOO	OBC	O.T. ATTND	10.07.73	20.09.03	BSAH
39	2614	MD. JAHANGIR ALAM	OBC	N.O.	20.03.74	20.09.03	BSAH
40	2615	NAVEEN PAL	OBC	N.O.	01.08.74	20.09.03	GBPH
41	2616	UMAKANT SINGH	UR	N.O.	08.10.75	20.09.03	BSAH
42	2617	SUDHIR VASHIST	UR	N.O.	15.10.75	20.09.03	BSAH
43	2618	AJAY DAGAR	OBC	N.O.	05.02.76	20.09.03	BSAH
44	2619	HIMAT	OBC	O.T. ATTND	02.03.76	20.09.03	BSAH
45	2620	PRADEEP KUMAR	UR	N.O.	15.05.76	20.09.03	BSAH
46	2621	NANHEY LAL	SC	N.O.	20.05.76	20.09.03	BSAH
47	2622	SATYAPAL SINGH	UR	LAB ATT.	28.07.76	20.09.03	BSAH
48	2623	ASRAF ALI	UR	O.T. ATTND	31.12.76	20.09.03	BSAH
49	2624	ANIL KUMAR	OBC	N.O.	27.01.77	20.09.03	BSAH
50	2625	NARESH KUMAR	UR	O.T. ATTND	16.03.77	20.09.03	BSAH
51	2626	SANJAY SINGH	OBC	N.O.	01.05.77	20.09.03	BSAH
52	2627	MEWA LAL	SC	N.O.	07.05.77	20.09.03	BSAH
53	2628	IMTIYAZ AHMAD	UR	N.O.	15.05.77	20.09.03	BSAH
54	2629	SANJEEV KUMAR	UR	N.O.	20.06.77	20.09.03	BSAH
55	2630	BALRAJ DABAS	OBC	N.O.	26.09.77	20.09.03	BSAH
56	2631	PRABHJOT SINGH	UR	N.O.	29.06.78	20.09.03	BSAH
57	2632	JITENDER KUMAR	UR	N.O.	26.08.78	20.09.03	BSAH
58	2633	PARVEEN MANN	OBC	N.O.	03.11.78	20.09.03	BSAH
59	2634	VARINDER SINGH	UR	N.O.	17.11.78	20.09.03	BSAH
60	2635	JAGJIT SINGH DHILLON	UR	N.O.	30.11.78	20.09.03	BSAH
61	2636	NASIM AHMED	UR	N.O.	02.12.78	20.09.03	BSAH
62	2637	ASHOK KUMAR	UR	N.O.	09.02.79	20.09.03	BSAH
63	2638	VIKRANT KUMAR	OBC	N.O.	06.04.79	20.09.03	BSAH
64	2639	SHER SINGH	UR	N.O.	20.04.79	20.09.03	BSAH

65	2640	MAHENDRA KUMAR	OBC	N.O.	30.06.79	20.09.03	BSAH
66	2641	SAJJAN KUMAR	UR	N.O.	20.07.79	20.09.03	BSAH
67	2642	VINOD KUMAR	OBC	N.O.	21.08.79	20.09.03	BSAH
68	2643	PRADEEP KUMAR	OBC	N.O.	22.03.80	20.09.03	BSAH
69	2644	PARVINDER	UR	N.O.	10.06.80	20.09.03	BSAH
70	2645	GULDEEP SINGH	SC	N.O.	22.07.80	20.09.03	BSAH
71	2646	ARUN KUMAR	UR(P H)	N.O.	15.09.80	20.09.03	BSAH
72	2647	DEEPAK KUMAR	OBC	N.O.	18.02.81	20.09.03	DHS
73	2648	MANOJ KUMAR	UR(PH	N.O.	01.04.81	20.09.03	BSAH
74	2649	NITU VERMA	OBC	N.O.	06.04.81	20.09.03	BSAH
75	2650	AMIT KUMAR	OBC	N.O.	25.04.81	20.09.03	BSAH
76	2651	RAJESH KUMAR	UR	O.T. ATTND	02.06.81	20.09.03	BSAH
77	2652	LATEEF KHAN	OBC	N.O.	20.07.81	20.09.03	BSAH
78	2653	RAVI KUMAR	UR	N.O.	04.10.81	20.09.03	BSAH
79.	2654	KHUSHI RAM	UR	O.T. ATTND.	08.10.81	20.09.03	BSAH
80	2655	SATISH KUMAR	OBC	N.O.	01.01.82	20.09.03	BSAH