

TIME BOUND/REMINDER

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

No.F.3 (1)/(3)/2017/S.II/Vol.II/ 772-776

Date: 11/03/2020

To

The Head of Department concerned,
Govt. of NCT of Delhi,
Delhi/New Delhi.

**Sub: Promotion of the Left out cases of Gr.III (DASS) officials -
regarding**

Sir/Madam,

Kindly refer to this department's letter No. F.3(1)/(3)/2008/S.II/4999-5026 dated 17/07/2008 and subsequent reminders dated 03/02/09, 15/06/09, 15-16/09/09, 23/11/09, 15/02/10, 08/10/10, 12/10/11, 04/05/12, 17/12/12, 25/09/13, 05/06/14, 23/09/14, 15/06/15, 10/09/15, 25/02/16, 01/06/16, 22/02/17 & 21/08/19 and various other letters on the subject cited above, wherein it was requested to send the requisite information/documents (i.e. IC/VC/ACRs or APARs & Proforma) in respect of Grade-III (DASS) officials, whose names were left by the previous DPCs due to non-receipt of their vigilance Clearance/Integrity Certificate and ACRs.

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

In this regard, I am directed to state that the lapse/omission on the part of the competent authority in issuance of IC/VC in time has deprived otherwise eligible officials from getting promotion to the next higher grade.

Further, it is intimated that in the absence of requisite service particulars/ACRs it has become a near impossible task for this department to consider the cases of officials for promotion. As result, this department is being flooded with RTI applications/ litigations. Besides, providing of service particulars of an official, such as ACRs/APARs, is exclusively the subject matter of administrative department concerned.

Hence, it is once again requested that requisite information in respect of the officials (as per list enclosed) be provided **within fifteen days** of issue of this letter, in the proforma appended overleaf, so that the proposal may be submitted before the Review DPC/Screening Committee without further delay.

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In addition, the departments may also check the data of employees who have been shown as WNK (whereabouts not known) in the enclosed list and if found on their records shall take appropriate action against such employees as per relevant provisions of CCS (CCA) Rules and CCS (Leave Rules) and relevant instructions /rules issued by the Govt. of India from time to time in this regard.

This may be accorded Top Priority.

This issues with the approval of Competent Authority.

Yours faithfully,

Encl: 1) Proforma for IC/VC
2) Proforma for bio-data


(BHAIRAB DUTT)
DY. SECRETARY-III (SERVICES)

No.F.3 (1)/(3)/2017/S.II/Vol.II/ 772-776

Date: 11/03/2020

Copy forwarded for information and necessary action to the: -

1. PS to Secretary (Services) / Spl. Secy. (Services)
2. Section Officer (Coordination), Services Department, Govt. of NCT of Delhi, Delhi with the request to upload this letter on the website of Services Department.


(BHAIRAB DUTT)
DY. SECRETARY-III (SERVICES)

**LIST OF LEFT OUT CASES FOR PROMOTION TO THE POST OF GRADE-II (DASS) ON
NOTIONAL BASIS (AS ON 12/02/2020)**

S.NO.	DEPTT	NAME	DOB	SNTY NO.	CAT	DOC/INFO. REQUIRED
1.	DCO	TARCIQUS MONZ	05/12/62	K-23	ST	IC/VC (HQ), ACR 1994-95 TO 98-99, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
2.	DCO	KAILASH KUMAR	26/06/65	K-101	SC	IC/VC (HQ), APAR 2011-12 TO 15-16
3.	DCO	GANGA SAHAI MEENA	08/07/64	K-102	ST	IC/VC (HQ) ACR 2010-11 TO 14-15
4.	W&CD	SURESH KUMAR	12/04/60	U5652	SC	IC/VC (HQ), ACR 1998-99 TO 02-03, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
5.	BSAMC	D.K. CHITTORIA	03/07/60	U5923	SC	IC/VC ACR 1998-99 TO 04/02-10/02, Current Status of Vigilance Case, Penalty Completion Certificate (if any penalty is imposed upon the official)
6.	EDN	NUTAN SHAW	01/03/61	U6407A	UR	IC/VC (HQ), ACR 2004-05 TO 08-09, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
7.	FSD	M.J.VICTOR RAJ	06/10/63	U6729B	UR	IC/VC (HQ), ACR-2005-06 TO 09-10
8.	EDN	SANJEEV SAREEN	16/08/63	U6739B	UR	IC/VC (HQ), ACR-2005-06 TO 09-10, Current status of criminal case/ chargesheet
9.	EDN	SURESH KUMAR	17/07/65	U6745B	SC	IC/VC (HQ), ACR-2005-06 TO 09-10
10.	EDN	RANJEET SINGH (Sealed Cover)	01/06/65	U6760	SC	IC/VC (HQ), ACR-2005-06 to 09-10 Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
11.	L&J	MADAN MOHAN MANDAL	29/01/63	U6927	SC	IC/VC (HQ), ACR-2005-06 to 2007-08 & 09-10
12.	EDN	PREMA K.	02/08/61	U6928	SC	IC/VC (HQ), ACR-2005-06 TO 09-10, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
13.	EDN	ANIL KANTI BHATT	14/05/62	U7087	UR	IC/VC (HQ), ACR-2006-07 to 10-11
14.	EMP/ DCO	MAHESH SHARMA	28/06/65	U7116	UR	IC/VC (HQ), ACR-2006-07 TO 10-11
15.	F&S	RAKESH KUMAR SHARMA	08/04/64	U7172	UR	IC/VC (HQ), ACR 2010-11 TO 2011-12, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
16.	EDN	RAJEEV MOHAN	06/12/64	U7175	UR	IC/VC (HQ), ACR-2007-08 TO 2011-12
17.	WNK	JASWINDER KAUR	28/03/70	U7319	UR	IC/VC/ACR 2007-08 to 2011-12
18.	EDN	USHA DEVI	15/07/64	U7332	UR	IC/VC (HQ), ACR 2009-10, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
19.	EDN	ASHOK KUMAR	10/06/68	U7383	SC	IC/VC (HQ), ACR-06-07 TO 10-11 CLF. OF DOB, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
20.	WNK	JITENDER KUMAR MANSHI	03/03/70	U7409	SC	IC/VC/ACR 2007-08 TO 2011-12
21.	WNK	SUNITA RANI	20/12/64	U7521	UR	IC/VC/ACR 2007-08 TO 2011-12
22.	F&S/PAO	MANOJ KR. SINGHAL	12/07/69	U7563	PH	IC/VC (HQ), ACR-2002-03 TO 2006-07
23.	EDN	SHANTA PARSHAD SHARMA	16/05/66	U7629	UR	IC/VC (HQ), STATUS OF PROSECUTION SANCTION AS PER DOPT OM DATED 02/11/12, ACR 2009-10 TO 13-14, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
24.	TTE/ PAO	ANJANA RAWAT	13/09/68	U7673	UR	IC/VC, ACR-2009-10 to 13-14
25.	DCO/ COA	NEENA	01/01/67	U7696	SC	IC/VC, ACR - 2012-13, 13-14
26.	LAB	DINESH KUMAR BHATT	11/09/68	U7715	UR	IC/VC, ACR-2009-10 to 13-14
27.	TTE	RENU SETHI	11/03/67	U7721	UR	IC/VC (HQ), ACR-2009-10 to 13-14
28.	EDN	SATISH KUMAR GUPTA	26/08/65	U7752	UR	IC/VC (HQ), ACR-2009-10 to 13-14, Clarification regarding chargesheet issued, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)

29.	WNK	JASPAL SINGH	08/03/69	U7781	UR	IC/VC, ACR-2009-10 to 13-14
30.	EDN/DSW /DEV	NIRMAL KAUR	11/12/64	U7807	UR	IC/VC, ACR-2009-10 to 13-14
31.	EDN	NARINDER KUMAR	06/03/69	U7811	UR	IC/VC (HQ), ACR-2009-10 to 13-14
32.	MAMC	RAMESH KUMAR	01/08/63	U7841	SC	IC/VC (HQ), ACR 2009-10 TO 13-14
33.	EDN/ TPT	VINOD KUMAR	02/05/67	U7851	SC	IC/VC (HQ) ACR 2009-10 TO 13-14
34.	F&S/EDN	VIRENDER SINGH	15/02/60	U7871	UR	IC/VC (HQ), ACR 2009-10 to 13-14
35.	EDN	ANUPMA	30/04/69	U7941	UR	IC/VC (HQ), ACR 2009-10 to 11-12, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
36.	H&FW	MANOJ KUMAR MALHOTRA	02/05/67	U7994	UR	IC/VC (HQ), ACRs 2010-11 to 2014-15
37.	CEO	SANDEEP JAIN	20/08/68	U8093	UR	IC/VC (HQ), ACRs 2010-11 to 2014-15, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
38.	EDN	MOHAN VIRMANI	25/01/72	U8100	UR	IC/VC (HQ) ACR 2011-12 & 04/12-06/12
39.	CEO	SHYAM KUMAR TALWAR	19/04/71	U8157	UR	IC/VC (HQ), ACR 2010-11 TO 2014-15
40.	I&FC	IQBAL SINGH BHAGI	13/10/62	U8217	SC	IC/VC (HQ), APAR 10/15-03/16.
41.	MAMC	NAVEEN KHURANA	17/10/71	U8271	UR	IC/VC, APAR 2011-12 TO 15-16
42.	TPT/ EDN	MONALISA BOSE	15/02/72	U8273	UR	IC/VC (HQ), APAR 2011-12 TO 15-16, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
43.	EDN	ARUN KUMAR	16/04/72	U8274	UR	IC/VC (HQ), APAR 2011-12 to 15-16
44.	NCC	GOPAL SINGH BISHT	12/08/65	U8276	UR	IC/VC (HQ), APAR 2011-12, 13-14 & 01/04/15-14/05/15.
45.	DSW	DHARAM PAL YADAV	06/11/67	U8285	UR	IC/VC (HQ), APAR 2011-12 to 15-16, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
46.	EDN	SUDESH KUMAR SHARMA	20/11/62	U8296 SR. C	UR	IC/VC (HQ), APAR 2011-12 to 15-16
47.	EDN / DHG	SURINDER SINGH	12/07/69	U8298	UR	IC/VC (HQ), APAR 2011-12 TO 15-16
48.	CEO	HARSHVARDHAN	04/02/65	U8298A	UR	IC/VC (HQ), APAR 2011-12 & 12-13
49.	EDN	SANJAY DUA	26/05/70	U8322	UR	IC/VC (HQ), ACR 2011-12 TO 15-16
50.	DT&T/ EDN	SHEENU SAXENA/MATHUR	20/10/68	U8439	UR	IC/VC (HQ), APAR 2011-12 TO 14-15, Current Status of Vigilance Case, Penalty Completion Certificate(if any penalty is imposed upon the official)
51.	WNK	SEEMA BAHL	20/11/70	U8457	UR	IC/VC, APAR 2011-12 TO 15-16
52.	EDN	L.K. GAMBHIR	10/10/72	U8545	UR	IC/VC (HQ), APAR 2012-13 TO 14-15
53.	WNK	INDER MOHAN	11/08/66	U7897	UR	2009-10 TO 13-14

INTEGRITY CERTIFICATE

The records of service of Sh./Ms./Smt..... Grade-III (DASS) who is to be considered for promotion to the post of Grade-II (DASS) have been carefully scrutinized and it is certified that there is no doubt about his/her integrity.

Signature of H.O.O./
Controlling Authority

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VIGILANCE CLEARANCE CERTIFICATE

On the basis of the records of service of Sh./Ms./Smt..... Grade-III (DASS) who is to be considered for promotion to the post of Grade-II (DASS), it is certified that no vigilance case or disciplinary proceeding or criminal proceeding is pending against the said Sh./Ms./Smt..... and he/she is clear* from vigilance angle in terms of the instructions issued by the DoPT, GOI vide OM dated 14/09/1992 and instructions issued in this regard from time to time.

Signature of H.O.O./
Controlling Authority

*In case the official is not clear from the vigilance angle, then the details of the case shall be provided.

Promotion to the post of Grade I/II/III (DASS)/Steno Cadre
Pro-forma for Vigilance/Integrity Report & Other Service Particulars

1.	Name of the official (in Capital Letters)	:	
2.	Date of Birth	:	
3.	Seniority No.	:	
4.	Category(Gen/SC/ST)	:	
5.	Whether belongs to PH Category If yes, specify the details(HH/VH/OH)	:	
6.	Mode of Recruitment (DSSSB/ Compassionate/ Redeployment/ Promotion/ Absorption)	:	
7.	Educational Qualification	:	
8.	Present Department (with Date of Joining)	:	
9.	Whether Integrity certified (Yes/No) (Please attach the integrity certificate)	:	
10.	Whether any vigilance case/police case is pending/ contemplated against the official, (Yes/No), If yes, details thereof (Enclose copy of the Order)	:	
11.	Whether any charge sheet issued under the provisions of CCS (CCA) Rules, 1965, (Yes/No). If yes, details thereof.	:	
12.	Whether any penalty is in operation/ imposed (Yes/No), If yes, details thereof (Enclose copy of the Order)	:	
13.	Whether any criminal case is pending against the official (Yes/No). If yes, details thereof.	:	
14.	Type Test (Passed/Exempted), letter No. & date. Exemption granted w.e.f. (Enclose attested copy of the Order)	:	
15.	Period of regular service rendered	:	
16.	Details of Previous posting, since appointment:		
17.	Name of the Departments	From (DD/MM/YYYY)	TO (DD/MM/YYYY)
18.			
19.			
20.			
21.	Present Residential Address	:	
22.	Telephone No./Mobile Phone No.	:	
23.	Any other information if relevant	:	

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