

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (II)
(Delhi Secretariat, 5th Level, A-Wing, I.P. Estate, New Delhi-02)
(<http://services.delhi.govt.nic.in>)

F. No.4/3/2020/S.II/ 597-98

Dated: 25/02/2020

To

The HOD

Delhi/New Delhi.

Sub: **Promotion to the post of Grade- III (DASS) -- Left out Cases regarding.**

Sir/Madam,

Kindly refer to this department's letters of even number dated 01/11/10, 03/12/10, 25/03/11, 28/02/2012, 17/05/12, 04/07/12, 30/08/12, 02/01/13, 03/04/2013, 20/06/13, 21/01/14, 30/04/14, 27/08/14, 13/03/15, 31/08/15, 16/12/15, 26/02/16, 20/06/16, 07/07/17, 30/11/17, 11/09/18, 14/06/19 & 17/09/19 wherein it was requested to forward the Integrity Certificate, Vigilance Clearance Report, Type Test Report & Annual Confidential Reports in respect of Grade-IV (DASS) officials for consideration of their promotion to the post of Grade-III (DASS).

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

As you are aware, that ACR / APAR is one of the mandatory documents for assessing the suitability of an official for promotion. In the absence of requisite ACRs / APARs it has become a near impossible task for this department to consider the cases of officials for promotion.

Further, it is stated that the lapse/omission on the part of the competent authority in issuance of IC/VC in time has deprived otherwise eligible Grade-IV (DASS) from getting promotion to the next higher grade. As a result, this department is being flooded with RTI applications/litigations. Besides, providing of service particulars of an official is exclusively the subject matter of administrative department concerned.

It is, therefore, once again requested that the service particulars, as detailed in the list enclosed, may kindly be forwarded to this department **within 15 days** from the date of issue of this letter to enable this department to finalize the cases of promotion. It may be ensured that the content of the letter is brought to the notice of official concerned.

Encl: As above.

Yours faithfully,

(BHAIKAB DUTT)

DY. SECRETARY-III (SERVICES)

F. No.4/3/2020/S.II/ 597-98

Dated: 25/02/2020

Copy for necessary action to:-

1

The Section Officer (Co-ordination) with the direction to upload the circular on the official website of Services Department.

(BHAIKAB DUTT)

DY. SECRETARY-III (SERVICES)

LIST OF GRADE-IV (DASS) OFFICIALS (LEFT OUT CASES)

Sl. No.	Present Deptt.	Snty. No.	Name of Grade-III (DASS)	DOB	CAT	Info / Doc Still awaited
1.	CEO	16099	SANJEEV KUMAR	14/07/81	UR	IC/VC/TTR/ACR-11-12 TO 15-16 VIG. STATUS
2.	CEO	16195	SUNIL PANWAR	15/03/86	UR	IC/VC/TTR/ACR-12-13 TO 15-16 VIG. STATUS
3.	CEO/COOP	14831	TEJINDER GAHLAUT	01/08/68	UR	IC/VC/TTR/ACR- 08-09 to 12-13
4.	CEO/COOP	16795	RAJESH	31/08/84	UR	IC/VC/TTR
5.	COOP	10079	DALVINDER KAUR	11/08/66	UR	IC/VC & ACR-2009-10 and Correction of name in seniority list.
6.	COOP	16353	JASWANT KUMAR	22/03/68	SC	IC/VC/VIG. CASE STATUS
7.	COOP	16742	AMIT KUMAR	09/07/82	SC	IC/VC/ & PENALTY COMPLETION CERTIFICATE
8.	COOP	16754	DHARMENDRA SINGH	15/04/82	SC	IC/VC/APAR-2012-13 TO 2016-17 & PENALTY STATUS
9.	DCO	11366	G.VENKATA REDDY	19/04/71	PH	IC/VC/TTR/ACR-10-11 to 14-15
10.	DCO	11396	RAVINDRA KUMAR	05/05/62	SC	IC/VC/TTR ACR-92-93TO 96-97 VIG. STATUS
11.	DCO	11553	MANDEEP SNGH	10/02/68	UR	IC/VC/TTR ACR-08-09, 09-10, 4/10-05/10
12.	DCO	13745	ASHOK KUMAR	01/08/74	UR	IC/VC/TTR & ACRs-2002-03 TO 06-07
13.	DCO	14709	NARESH KUMAR-I	10/03/65	UR	IC/VC/TTR ACR-10/04-03/05, 05-06 TO 08-09
14.	DCO	14996	SHEORAJ SINGH	31/01/63	UR	IC/VC/TTR/ACR-05-06 TO 08-09
15.	DCO	15479	MAYANK BAHADUR	16/11/30	UR	IC/VC/TTR & ACR-2009-10 TO 2013-14
16.	DCO	15036	OM PRAKASH	05/06/66	UR	IC/VC/TTR/ACR-2004-05 TO 08-09
17.	DCO	15819	SUMAN LATA	01/05/61	UR	IC/VC/TTR/ACR-09-10 TO 13-14
18.	DCO	15691	TARA CHAND	25/09/60	SC	IC/VC/TTR/ACR-09-10 to 13-14
19.	DCO	15825	ANIL KUMAR SINGH	27/02/62	UR	IC/VC/TTR/ACR-10-11 TO 14-15
20.	DCO	16531	DHARMENDER DAGAR	27/10/37	UR	IC/VC/APAR 27/09/16-31/03/17 or preceeding years ACRs
21.	DCO	15827	SURENDER KUMAR SHARMA	02/01/62	UR	IC/VC/TTR/ACR-10-11 TO 14-15
22.	DCO	15883	KISHAN PRASAD	13/05/63	UR	IC/VC/TTR/ACR-10-11 TO 14-15
23.	DCO	16091	GAURAV GARG	25/05/35	UR	IC/VC/TTR/ACR-11-12 TO 15-16
24.	DCO	16322	NAND KISHORE	04/01/68	UR	IC/VC/TTR/APAR-11-12 TO 15-16
25.	DCO	16407	DALBIR SINGH	02/04/67	SC	IC/VC(HQ)/TTR
26.	DCO	16543	NAVEEN KUMAR	26/08/32	SC	IC/VC/TTR/APAR-2012-13 TO 2016-17
27.	DCO	16545	RIMPI GOEL	24/08/34	UR	IC/VC/TTR/APAR-2012-13 TO 2016-17

Sl. No.	Present Deptt.	Snty. No.	Name of Grade-III (DASS)	DOB	CAT	Info / Doc Still awaited
28.	DCO	16556	ANIL	01/04/37	UR	IC/VC/TTR/APAR-2012-13 TO 2015-16, 1/4/16-1/8/16, 17/1/17-
29.	DCO	16694	DHEERAJ KUMAR	05/10/37	UR	IC/VC/TTR
30.	DCO	16710	VIVEK YADAV	02/05/37	UR	IC/VC/TTR/APAR-2015-16, 2016-17
31.	DCO	16812	AJAY KUMAR	02/11/37	SC	IC/VC/TTR
32.	DCO	16155	SUNIL KUMAR	21/07/79	UR	IC/VC/TTR
33.	DCO	15467A	RAJESH DABAS	05/11/73	UR	IC/VC/TTR & Complete ACR folder
34.	DCO/EDN	14327	BANWARI LAL KUMAWAT	01/06/71	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07
35.	DFS	16825	PERVEEN KUMAR	20/04/78	SC	IC/VC/VIG. STATUS
36.	DFW	16491	ASHISH KUMAR	10/04/90	UR	IC/VC/TTR/APAR-12-13 TO 16-17 VIG. STATUS
37.	DHG	15815	DARSHANA DEVI	20/03/75	UR	IC/VC/TTR/ACR-11-12 onwards
38.	DOV	16851	ARUN KUMAR	29/06/87	SC	IC/VC
39.	DSCST	16596A	ANIL KUMAR	01/03/87	UR	IC/VC/TTR & Complete ACR folder
40.	DSW	15826	LEKH RAJ	10/06/70	SC	IC/VC/TTR/ACR-10-11, 11-12, 1/4/14-2/12/14
41.	DT&T	13308	NARENDER SINGH	04/08/72	UR	IC/VC/TTR & ACR-2001-02 TO 2005-06
42.	DT&T	09359	RAJESH KUMAR SHARMA	02/06/62	UR	IC/VC/TTR, ACR-95-96, 96-97 (PREVIOUS ACR AVAILABLE)
43.	DT&T	13713	MOHIT BHARDWAJ	22/01/73	UR	IC/VC/TTR
44.	DT&T	13711	TILAK CHAND	10/04/77	UR	IC/VC/TTR & status of criminal case
45.	DT&T	14678	MUNISH MAAN	11/07/79	UR	IC/VC/TTR & ACR-2004-05 TO 08-09 & Status of Vig. Case
46.	DT&T	15838	BIRENDER SINGH	29/06/66	UR	IC/VC/TTR/ACR-10-11, 04/11-05/11
47.	DT&T	14724	BHARAT BHUSHAN	09/03/61	UR	IC/VC/TTR
48.	DT&T	16425	VINOD KUMAR	20/05/66	UR	IC/VC/TTR/APAR-2016-17
49.	DT&T	09630	JASBIR KAUR	05/02/62	UR	IC/VC/TTR & ACRs 92-93, 94-95 to 96-97
50.	DT&T	16509	MUKESH KUMAR	10/04/90	UR	IC/VC/TTR/APAR-12-13 TO 16--17
51.	DT&T/EDN	15466	SATISH KUMAR	20/08/73	SC	IC/VC/TTR/ACR- 13-14
52.	EDN	13789	ANINDITADEY	30/05/75	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07 Status of Vig. Case
53.	EDN	14639	SRINIVAS RAO DWADSI	28/03/76	PH	IC/VC/TTR & ACRs-2005-06 TO 2006-07
54.	EDN	16247	AMIT KUMAR	09/03/86	UR	IC/VC/TTR/ ACR-11-12 TO 15-16 VIG. STATUS
55.	EDN	15254	GIAN PRAKASH	12/07/74	UR	IC/VC/TTR & Vig. Case status

Sl. No.	Present Deptt.	Snty. No.	Name of Grade-III (DASS)	DOB	CAT	Info / Doc Still awaited
56.	EDN/DCO	12346	PROMILA MONGA	02/09/'0	UR	IC/VC/TTR/ACR-99-2000 & Decision of adverse remarks in
57.	EDN/DCO	15507	VISHAL SUMAN	09/02/'1	UR	IC/VC/TTR/ACR-09-10 to 13-14
58.	EDN/DCO	15524	SUDHANSHU KUMAR	09/12/'8	UR	IC/VC/TTR/ACR-09-10 to 13-14
59.	EDN/DT&T	13723A	ARJUN SINGH	15/06/'0	UR	IC/VC/TTR & ACR 09/03-12/03 TO 2006-07
60.	F&S	10451	MEENA MALHOTRA	02/05/'3	UR	IC/VC/ACR-97-98, 98-99, 99-00, 4/00-7/01
61.	F&S	12913	SANJAY KUMAR DHANKHAR	08/01/'2	UR	IC/VC/TTR & ACR-01-02 to 05-06 & Status of Vig. Case pending
62.	F&S	13000	RAJ BHUSHAN CHAUHAN	20/01/'1	UR	IC/VC/TTR ACR-11/02-3/03, 4/03-9/03 & 2005-06 and Status of vig.
63.	F&S	15334	JITENDRA KUMAR	25/10/'82	SC	IC/VC/TTR/ACR 09-10 TO 12-13
64.	F&S	16458	BIJENDER KUMAR	04/07/'64	SC	IC/VC/TTR/APAR-11-12 TO 15-16
65.	F&S	16412	NARENDRA SINGH	30/04/'0	SC	IC/VC/TTR & ACR 09/14-03/15, 15-16, 16-17
66.	F&S	13705	VASUJIVAN VYAS	16/09/'69	SC	IC/VC/TTR & Vig. Case status
67.	GAD	12954	RAJEEV KUMAR SACHDEV	03/03/'69	UR	IC/VC/TTR & status of criminal case pending
68.	GBPH	15971	AMBUJ SINGH RANABAT	01/07/'87	UR	IC/VC/TTR/ACR-11-12 TO 15-16
69.	GBPH	16377	KUMAR JI MISHRA	15/07/'67	UR	IC/VC/TTR/APAR-11-12 TO 15-16
70.	H&FW	15997	KRISHAN KUMAR	28/12/'79	UR	IC/VC/TTR/ACR-11-12 TO 15-16
71.	HR.EDN	15235	JITENDRA KUMAR PANDIYA	14/08/'77	UR	IC/VC/TTR ACR 2008-09 TO 2011-12
72.	L&B	11897	SHARDANAND DOBHAR	10/07/'68	UR	IC/VC/TTR & ACRs-4/10/2000-31/3/2001 TO 03-04
73.	L&B	13562	JITENDER KUMAR	30/10/'65	SC	IC/VC/TTR
74.	L&B	16599	VIPIN TOMAR	08/01/'87	UR	IC/VC/TTR/APAR-2015-16 & 2017-18
75.	LAB	14830	RAJEEV KUMAR	09/07/'71	UR	IC/VC/TTR & complete ACR folder
76.	LAB	15836	SUDARSHAN KUMAR	09/12/'00	UR	IC/VC/TTR/ACR-10-11 TO 14-15
77.	LAB	15909	RUPESH KUMAR	01/04/'83	UR	IC/VC/TTR
78.	LAS	15381	SUBHASH CHANDRA	15/10/'63	UR	IC/VC/TTR & Vig. Case status
79.	LAW	14462	SURINDER SINGH	22/04/'71	UR	IC/VC/TTR ACRs-01/03-03/03, 01/04-03/04, 04/05-09/05, Status
80.	LNH	15879	CHAKRA DHAR	04/10/'61	UR	IC/VC/TTR/ACR-10-11 TO 14-15
81.	LNH	15999	RAJESH DAHIYA	10/07/'81	UR	IC/VC & Vig. Case status
82.	PAO	15803	ROSHAN TIWARI	11/03/'79	UR	IC/VC/TTR/ APAR-14-15 onwards
83.	REHAB	16700	MUKESH KUMAR	16/05/'83	UR	IC/VC/TTR/APAR 2012-13 TO 2016-17

No.	Deptt.	Srty. No.	Name of Grade III (DASS)	DOB	CAT	Info / Doc Still awaited
84.	TPT	09370	KULDEEP SINGH	01/09/56	UR	IC/VC/TTR, ACR- 97-98 TO 2001-02
85.	TPT	13658	RAKESH KUMAR SHARMA	18/05/54	UR	IC/VC/TTR & ACRs 02-03 to 05-06, 04/06-12/06 and Status of
86.	TPT	13784	VINAY KUMAR SHARMA	12/03/75	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07
87.	TPT	14792	RAKESH KUMAR TOKAS	24/02/77	UR	IC/VC/TTR/ ACR-04-05 TO 08-09
88.	TPT	16065	BHUPINDER SINGH	19/08/75	SC	IC/VC
89.	TPT	16252	MANISH	30/09/84	UR	IC/VC/Vig. Case status
90.	TPT	16334	PRAHLAD SINGH	02/06/65	UR	IC/VC/TTR/APAR-11-12 TO 15-16
91.	TPT	16398	ROHTAS SINGH	02/06/67	UR	IC/VC/TTR
92.	TPT	16428	RAMASHARYA SHA	10/08/64	UR	IC/VC/TTR/APAR-11-12 TO 15-16
93.	TPT	16429	GOUTAM SAH	01/08/64	UR	IC/VC/TTR/APAR-11-12 TO 15-16
94.	TPT	16501	PAWAN KUMAR	04/04/88	UR	IC/VC/TTR
95.	TPT	16529	VIKAS	04/01/90	UR	IC/VC/TTR/APAR-2013-14-2016-17
96.	TPT	16645	JITENDRA YADAV	04/08/85	UR	IC/VC/TTR/APAR-2016-17
97.	TPT	16752	SONU	13/11/84	SC	IC/VC APAR-2016-17
98.	TPT	16982	NEERAJ KUMAR	12/04/84	UR	IC/VC/TTR- 23/09/16-31/03/17
99.	TTE	13835	HARI KUMAR G.	16/11/76	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07
100.	TTE	15688	RAJESH KUMAR	28/12/82	SC	IC/VC/TTR/ACR-09-10 to 12-13, 1/4/13-16/12/13 DECISION REG.
101.	TTE/DCO	16026	SULINDER	05/02/80	UR	IC/VC/TTR/ACR-11-12 TO 15-16
102.	TTE/DT&T	15787	BISHAN SINGH	15/08/61	UR	IC/VC/TTR/ACR-09-10 to 13-14
103.	UD	10937	CHAMAN LAL	12/12/66	SC	IC/VC/TTR/ACR-92-93 TO 96-97 & status of D.P. and criminal case
104.	W&CD	10907	RAJESH KUMAR	15/03/69	SC	IC/VC/TTR & ACRs 01/96-03/96, 96-97
105.	W&CD	15767	BIR SINGH	02/02/61	SC	IC/VC/TTR & VIG. STATUS
106.	W&CD	16707	ANSHU KUMAR	03/02/86	UR	IC/VC/TTR/APAR 2012-13 TO 2016-17
107.	W&CD	13116	SANGEETA BHADAN	23/04/71	SC	IC/VC/TTR & ACR-99-2000 TO 2003-04
108.	WNK	13877	SRILATHA VALLURU	26/12/71	UR	IC/VC/TTR & ACRs-2002-03 TO 2006-07
109.	WNK	14629	NAVEEN KUMAR	25/05/75	PH	IC/VC/TTR & ACRs-2002-03 TO 2006-07
110.	WNK	15175	SAMIR KISHORE	05/01/78	UR	IC/VC/TTR ACR 2008-09 TO 2012-13
111.	WNK	15224	RAJIV RANJAN	01/03/77	UR	IC/VC/TTR ACR 2008-09 TO 2012-13

Sl. No.	Present Deptt.	Snty. No.	Name of Grade-III (DASS)	DOB	CAT	Info / Doc Still awaited
112.	WNK	15788	L.K. MOHANTY	12/05/61	UR	IC/VC/TTR/ACR-09-10 to 13-14
113.	WNK	15863	VINOD KUMAR SHAH	10/01/65	UR	IC/VC/TTR/ACR-10-11 TO 14-15
114.	WNK	13397	TARUNA CHAND	17/02/71	UR	IC/VC/TTR & ACR-2001-02 TO 2005-06
115.	WNK	14757	SURENDER SINGH	22/03/60	UR	IC/VC/TTR/ACR-2004-05 TO 08-09
116.	WNK	12391	VINOD KUMAR	01/09/69	UR	IC/VC/TTR/ACRs-99-00 TO 03-04
117.	WNK	15774	KARAN SINGH	01/07/60	UR	IC/VC/TTR/ACR-09-10 to 13-14

TTR-TYPE TEST REPORT

IC- INTEGRITY CERTIFICATE

VC-VIGILANCE CLEARANCE

Promotion to the post of Grade-III (DASS)
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

INTEGRITY CERTIFICATE

The records of service of Sh./Ms./Smt..... Grade-IV (DASS) who is to be considered for promotion to the post of Grade-III (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

VIGILANCE CLEARANCE CERTIFICATE

On the basis of the records of service of Sh./Ms./Smt..... Grade-IV (DASS) who is to be considered for promotion to the post of Grade-III (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.