

**Government of National Capital Territory of Delhi**  
**Services Department (Vacancy Cell)**  
**5<sup>th</sup> level, 'B' Wing, Delhi Secretariat**  
**I.P. Estate, New Delhi - 110002**

**No.F.16(496)/Coord/CS/2022/421-425**

**Dated: 22-05-2023**

To

All Head of the Departments,  
PSU/Autonomous /Local Bodies,  
Govt. of NCT of Delhi,  
Delhi/New Delhi.

**Sub: Regarding furnishing information/detail of department wise and group wise (Group A, B, and C) All Gazetted and Non-Gazetted (Cadre/Non Cadre) posts in all departments of Govt. of NCT of Delhi.**

Madam/Sir,

Kindly refer to the subject cited above. In this connection, I am directed to request you to furnish information/detail of department wise, post wise and group wise posts sanction in your department in prescribed proforma enclosed herewith, for perusal of the Chief Secretary, Govt. of NCT of Delhi.

It is further, requested that the aforesaid information may be furnished to this department by **12.00 Noon of 23.05.2023** positively through email on [monitoringcellservices@gmail.com](mailto:monitoringcellservices@gmail.com) to the Monitoring Cell of Services Department, for perusal of the competent authority. This may please be accorded **TOP PRIORITY**.

**Encl:As Above.**

Yours faithfully,



**(Amitabh Joshi)**  
**Deputy Secretary (Services)**

**No.F.16(496)/Coord/CS/2022/421-425**

**Dated: 22-05-2023**

Copy forwarded to the following for information:-

1. The Staff Officer to Chief Secretary, Delhi.
2. PS to the Secretary (Services), Services Department.
3. PA to the Special Secretary-II, Services Department.
4. The Section Officer (Monitoring Cell) Services Department is directed to compile and maintain the above data. A report in this regard, be submitted to the under signed to itself.
5. The Section Officer, Co-ordination Br., Services Department to upload this order on the website of services department.



**(Amitabh Joshi)**  
**Deputy Secretary (Services)**

**MOST URGENT  
TIME BOUND**

**Government of National Capital Territory of Delhi  
Services Department (Vacancy Cell)  
5<sup>th</sup> level, 'B' Wing, Delhi Secretariat  
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**PROFORMA FOR FUNISHING DEPARTMENT WISE AND GROUP WISE (GROUP A, B and C) All GAZETTED AND NON GAZETTED POSTS (CADRE/NON CADRE) IN GOVT. OF NCT OF DELHI**

S.No.	Name of the post	Groups of the post ( A, B or C)	whether gazetted or Non-gazetted	Whether Cadre or Ex-Cadre (if cadre, Name of the Cadre)	Number of Sanctioned post	Pay scale & Pay band	Remarks, if any
1	2	3	4	5	6	7	8
<b>Total</b>							

**Signature with Stamp**