

**GOVERNMENT OF NCT OF DELHI
INFORMATION TECHNOLOGY DEPARTMENT
CADRE CONTROLLING UNIT
9th LEVEL, B-WING, DELHI SECRETARIAT, NEW DELHI**

F.13(1)/2021/ITC/ (042667823)/ 4122 - 26

Dated: 26/06/2024

To

(1) The Dy. Secretary
Department of Training And Technical Education,
Muni Maya Ram Marg, Pitampura, Delhi-110034.

(2) The Deputy Secretary, DB&OCWW Board,
A-wing, 7th Floor, Vikas Bhawan-II, Delhi

Sub: Grant of benefit of MACP scheme to in r/o Sh. Naveen Kumar Rathor, DPA

Sir/Madam.

With reference to the subject cited above, I am directed to inform that this Department is in the process for grant of financial upgradation under the MACP scheme in r/o Sh. Naveen Kumar Rathor, DPA.

In this regard, it is requested to forward the details of Sh. Naveen Kumar Rathor, DPA in the enclosed pro-forma i.e. IC/VC/Major-Minor Penalty/WCR and the service particulars duly verified by the Competent Authority to this Department within two weeks.

This issues with the approval of the Competent Authority.

Encl: As above

Yours faithfully


(Mahesh Kumar)
Section Officer (CCU)

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Copy to:-

1. PS/PA to Secretary (IT), Information Technology Department

✓ 2. The website In-charge. Information Technology Department, GNCTD with the direction to upload the letter on the website.

3. Guard file.

INTEGRITY CERTIFICATE

The records of service of Sh./Ms./Smt. (Designation) who is to be considered for grant of upgradation under ACP/MACP Scheme, 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., Designation who is to be considered for grant of financial upgradation under ACP/MACP Scheme, 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 their OM No. 22011/4/91-Estt.(A), 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 vigilance angle, then the details of the case shall be provided

167/c
167/c
127/c

Proforma for Grant of financial upgradation under ACP/MACP Scheme

1. Name of the Officer/Official :
2. Date of Birth, :
3. Date of initial appointment with Post and pay scale :
4. Mode of Recruitment (SSC/Compassionate/Redeployed/Absorption/Promotion) and Date of entry in service in Govt. of Delhi :
5. Present Grade Pay/Pay Level :
6. Date of grant of HPS/HPSGS :
7. Date of 1st/2nd regular promotion (including in-situ promotion) with Post and Pay Scale : 1st 2nd
8. (a) Details of 1st Financial upgradation ACP/MACP Scheme : Date of Order..... w.e.f..... Pay Scale
- (b) Details of 2nd Financial upgradation ACP/MACP Scheme : Date of Order..... w.e.f..... Pay Scale
9. Vigilance Report (At HQ Level) :
10. Vigilance Report from Directorate of Vigilance : (Please enclosed duly filled Proforma) in case of Grade-I (DAS)/ Sr. PA & above if any :
11. Whether the official was/is under Suspension? : Departmental/Vigilance Case being Contemplated /pending. If so, attach a brief Note and copy of Charge-Sheet.
12. Whether any penalty was/is imposed on the official. If so, details of thereof along with a copy of relevant order. :
13. E.O.L on private affairs, if any : (enclose relevant copies thereof)
14. Whether Integrity Certified (Yes/No) :
15. Type Test Report (Passed/Exempted), along with relevant copy of order, if exempted date w.e.f. Exemption granted. :
16. Whether promotion denied by the Official : If yes, reason thereof.
17. Contact Number : Office..... Mobile.....
18. Other details, if any, relevant as per the ACP/MACP Scheme.

Certified that the above particulars are verified from the Service Book of the Officer/Official

Signature of the Competent Authority with seal

Scanned with CamScanner

GOVT. OF NCT OF DELHI

Office Address:-

WORK CONDUCT & INTEGRITY REPORT

It is certified that Ms. / Sh.

DOB

Post of

working in

since

His / Her work conduct is satisfactory and integrity is beyond doubt.

HOO /Controlling Authority