GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (ACP/PROMOTION CELL)
5th LEVEL ‘A’ WING, DELHI SACHIVALAYA,
I.P. ESTATE, NEW DELHI
{http://services.delhigovt.nic.in}

No.F.9 (5)/2003/ACP Cell/Services/374

To

All Heads of Departments,
Govt. of N.C.T. of Delhi,
New Delhi.

Sub: Implementation of ACP/MACP Scheme to DASS Cadre (II, III & IV)/
    Steno Cadre (II & III).

Sir/Madam,

The Assured Career Progression Scheme/ Modified Assured Career Progression Scheme is being implemented by the Govt. NCT of Delhi as per instructions of DOP&T, Ministry of Personnel, Public Grievances & Pensions, Govt. of India vide OM No. 35035/1/97-Estt (D) dated 9.8.99 and endorsed by Finance Budget Department, Govt. of NCT of Delhi vide order No.F. 14(2)/99-Fin (B) dated 27.8.99; instructions of Ministry of Personnel, Public Grievances & Pensions, Department of Personnel and Training Govt. of India circulated vide OM No. 35034/3/2008-Estt (D) dated 19th May, 2009 and further endorsed by Finance Budget Department, Govt. of NCT of Delhi, No.F.11 (4)/2006-Fin (B)/PT.II/dsfb/1192-1297 dated 27.5.2009 i.e. to grant 1st/2nd financial up gradations under the ACP Scheme on completion of 12/24 years of regular service and three financial up gradations at intervals of 10, 20 and 30 years of continuous regular service under MACP Scheme respectively.

The MACP Scheme is operational w.e.f. 01.09.2008. Therefore the financial up gradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.

It is therefore, requested that the complete service particulars viz. IC, VC, Type Test/Exemption Report & ACRs for the preceding five years from the date of eligibility in respect of all eligible DASS (II, III & IV) and steno (II & III) Cadre officials for grant of financial benefits under earlier ACP Scheme/revised MACP Scheme, formulated by DOPT, may be furnished to this department latest by 22.04.2013 in accordance with the contents referred at para 2 above for the meeting of the Screening Committee along with the requisite complete details strictly as per enclosed proforma. This department will not entertain incomplete cases.

The Administrative department may ensure completion of all codal formalities as stated at para 3 above and may also note that in case an official does not get the benefit under ACP/MACP scheme due to non- furnishing of documents in time, the responsibility will be with the concerned Administrative Department.

Yours faithfully,

[Signature]

(RICHA)
JOINT SECRETARY (SERVICES)
1. Name of the official

2. Date of Birth

3. Category (SC/ST/PH/GEN.)

4. Date of initial appointment on regular basis with Post and pay scale

5. Mode of Recruitment (SSC/Compassionate/Redeployed/Absorption/Promotion) and Date of entry in service in Govt. of Delhi

6. Present Grade Pay:

7. Date of 1st/2nd/3rd regular promotion (Including in-situ promotion) with Post and Pay scale under the old ACP Scheme be mentioned against the concerned column stated above

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8. Seniority No. in Gr-I,II,III & IV (DASS)
   Seniority No. in Gr-I,II & III (Steno)

9. (a) Date on which the official is Completing 10/20/30 years of Regular service with their pay scale and subsequent pay band under MACP-2008
   10yrs  20yrs  30yrs

(b) Date on which the official is completing 12/24 years of regular service with post and pay scale
   12yrs  24yrs

10. Whether the official was/is under Suspension/Departmental/Vigilance Case being contemplated/pending. If so, attach a brief note and copy of Charge-Sheet. (Yes/No)

11. Whether any penalty was/is imposed on the official. If so, details thereof along-with a copy of relevant order. (Yes/No)

12. E.O.L. on private affairs, if any

13. Whether Integrity Certified (Yes/No)

14. Type Test Report (Passed/Exempted), along with relevant copy of order, If exempted date w.e.f. Exemption granted.

15. ACRs enclosed for the years

16. Other details, if any, relevant as per the ACP/MACP Scheme/In-situ promotion.

Certified that the above particulars are taken from the Service Book of the official concerned.

(Signature of the Competent Authority) with seal