MOST IMMEDIATE / TIME BOUND.

DIRECTORATE OF EDUCATION
GAZETTED OFFICER CELL

GOVT. OF NCT OF DELHI
OLD SECRETARIAT, DELHI - 110054.
PHONE NO. 011-23890272.

No. F.37(4)/(831)/EDN./GOC/2013/ 4/4/3

Dated: 3/4/2013

The Special Secretary (Services), Govt. of NCT of Delhi vide letter No.F.55/14/2013/S-1/887 dated 08/03/2013 (copy enclosed) has sought information in respect of all Grade - I (DASS)/Supdts. who are deployed in schools, districts & HQ of this Directorate.

All the Grade - I (DASS)/Supdts. who are working in this Directorate are directed to submit their information as per the enclosed Proforma (I&II) for onward transmission to Services Department at once.

Non compliance of this order will be viewed seriously.

This may please be treated as MOST URGENT.

Encl.: As above.

(SHAKUNTALA JOSHI)
ASSTT. DIRECTOR OF EDN. (GOC)

All the DDEs/Branch Incharges/
Concerned Grade I/ DASS/ Supdts
Through MIS.
Dte. of Education.

No. F.37(4)/(831)/EDN./GOC/2013/ 4/4/3

Dated: 3/4/2013

Copy forwarded to the following for information and further necessary action please:

1. Special Secretary (Services), Services - I Branch, Govt. of NCT of Delhi, Delhi Secretariat, 7th Level, “B” Wing, I.P. Estate, New Delhi - 110002 for information.
2. The OS (IT) with the request to upload this order along with its enclosures (Proforma I & II) to the Departmental Website.

(SHAKUNTALA JOSHI)
ASSTT. DIRECTOR OF EDN. (GOC)
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT (SERVICES-I BRANCH)
DELHI SECRETARIAT, 7TH LEVEL, 'B' WING,
I.P. ESTATE, NEW DELHI – 110002.
(http://services.delhiserv.nic.in)

No. F.55/14/2013/S-I/ 8 & 7

Dated: 08/03/2013

To

All Principal Secretaries/Secretaries/
Head of Departments,
Govt. of NCT of Delhi,
New Delhi/Delhi.

Sub: Information in respect of Grade-I (DASS) for data updation.

Sir/Madam,

Please refer to this office letter No. F.55/14/2013/S-I/407 dt. 28/01/2013, vide which information in respect of Grade-I (DASS) working in respective Departments was sought in prescribed proforma by 11.02.2013. But despite expiry of almost a months' period information in respect of your department has not been received.

In view of the above, it is once again, requested that exact and complete information may be provided in enclosed Performa (I & II), latest by 20th March, 2013 positively. In case, information already sent, you may ignore the letter.

Yours faithfully,

(KAILASH CHANDRA)
SPECIAL SECRETARY (SERVICES)

Encl: As above.
(Official Seal)

Name of the Head of Office:

Signature:

<table>
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<tr>
<th>Officer(s)</th>
<th>Name of the Department(s)</th>
<th>Diverged Capacity From Other Departments (No. of GR-I(DASS) Working in Diverged)</th>
<th>No. of GR-I(DASS)</th>
<th>Vacant Posts</th>
<th>Filled Posts</th>
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Details of Sanctioned/Filled Strength of Grade-I (DASS)

Programme-1