CIRCULAR


Please find enclosed herewith a copy of letter No.F.15/9/2014-AR/2758-2828 dated 06/04/2015 received from Administrative Reforms Department, GNCT of Delhi on the subject cited above wherein it has been informed that successful candidates (appeared in Manual of Office Procedure Test – 2014) may collect their Cash Award & Merit Certificate on 10th April 2015 (Friday) at 3:00 PM in Conference Hall No.1, 2nd Level, Delhi Secretariat, I.P Estate, New Delhi – 110002.

The result of Manual of Office Procedure Test 2014 held on 29.08.14 has been declared and the same is available on the website of this department i.e. http://ar.delhigovt.nic.in.

Encl: As above.

(Sushila Kumari Ahlawat)
Dy. Director of Education (Coord.)

Copy to:-
1. PS to Secretary (Education), GNCT of Delhi, Delhi
2. PS to Director, Directorate of Education, Delhi.
3. PA to Spl.DE (Finance/Coordination), Directorate of Education, Delhi.
4. PA to Addl. Director of Education (Admin), Directorate of Education.
5. PA to Addl. Director of Education (School), Directorate of Education.
6. All RDsE/DDsE of Districts, Directorate of Education, Delhi (through website).
7. All Branches of HQ, Directorate of Education, Delhi (through website).
8. All HOS of Govt. Schools, Directorate of Education, Delhi (through website).
9. OS (IT) with the request to upload the Circular on the website of Department.

(Sushila Kumari Ahlawat)
Dy. Director of Education (Coord.)
To

The HOD,

Education Department

Old Secretariat

Delhi-110054


Sir/Madam,

I am directed to inform you that the result of the “Manual of Office Procedure Test 2014” held on 29/08/2014 has been declared and the same is available on the website of this department i.e. http://ar.delhigovt.nic.in.

The Cash Award and Merit Certificate to those candidates who have secured 65% and above marks in the test is to be distributed in a function on 10th April, 2015 (Friday) at 3:00 PM in Conference Hall No. 1, 2nd Level, Delhi Secretariat, I.P. Estate, New Delhi-110002.

It is further informed that the officers/officials who have secured 40% to 64% marks in the said test may be directed to collect their Cash Award and Merit Certificate in person from Administrative Reforms Department on any working day between 2:30 PM to 4:30 PM with effect from 13.04.2015 to 23.04.2015. Thereafter no cash rewards shall be disbursed by the department.

The successful candidates should be instructed to produce their original Identity Cards and to submit their Admission tickets in original at the time of collection of cash reward and should also be instructed to collect the prize money personally. In no case letter of authority shall be entertained for the same. The candidates may also be informed that any further requests or correspondence in this regard will not be entertained by the department.

Yours faithfully,

(AMITABH JOSHI)

DEPUTY DIRECTOR (AR)

Ph.: 23392726

Dated: 06/04/15

No.F.15/9/2014-AR/2-158-2828

Copy for kind information to:

1. Principal Secretary to Lt. Governor, Raj Niwas, Delhi.
2. Secretary to Chief Minister, Delhi.
3. Secretary, Delhi Vidhan Sabha Secretariat, Old Secretariat, Delhi.
4. OSD to Chief Secretary, Delhi.
5. PA to Secretary (AR), Delhi Secretariat, New Delhi.
6. PA to Special Secretary (AR)
7. DDO (AR), for arranging payment.

(AMITABH JOSHI)

DEPUTY DIRECTOR (AR)