

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: ESTABLISHMENT-IV BRANCH  
ROOM NO.11B, OLD SECRETARIAT, DELHI 110054.

F No. DE. 4/1/18/E-IV/Cases/2023/Part-II/ 223

Dated: 06-08-2025

MEMORANDUM

**Subject: Offer of appointment to the Post of Librarian Under the Post Code 02/13, in Compliance of order dated 08.05.2024 passed by Hon'ble High Court in W.P(C) No. 3521/2017.**

Sh./Smt./Km. **Meenakshi (Roll No-69001892)** a nominee of the Delhi Subordinate Service Selection Board vide **Supplementary Result Notice No. 85 dated 04.07.2025 in Compliance of order dated 08.05.2024 passed by Hon'ble High Court in W.P(C) No. 3521/2017** is hereby given an offer to a temporary post of **Librarian** Under Post Code- 02/13 in the pay scale of Rs. 9300-34800 with Grade Pay Rs. 4600/- (Pre-revised) plus usual allowances as admissible under the rules. This appointment is subject to the following terms and conditions:-

- 1) That this offer of appointment is subject to successful verification of original documents in respect of educational qualification, age, category and other documents. If any discrepancy is found, this offer of appointment shall stand cancelled without assigning any reason.
- 2) That this offer of appointment is purely on temporary basis for a period of two years which is likely to be made regular after two years on successful completion of the probation and verifications of (i) Date of Birth (ii) Educational Qualifications, NOC etc. (iii) Category, Status, Caste/Tribe Certificate.
- 3) That the Candidate would be on Probation for a period of two years which can further be extended at the discretion of the Appointing Authority.
- 4) That the appointment may be terminated at any time by giving one month's notice from either side viz. the appointee or the Appointing Authority, without assigning any reason. The Appointing Authority, however, reserves the right of terminating the services of the appointee forthwith or before the expiry of stipulated period of notice by making payment to him/her a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereto.
- 5) That the appointee is liable to be posted in any school run by Directorate of Education, Govt. of National Capital Territory of Delhi.
- 6) That the appointment shall be subject to the general orders and terms and conditions made/issued by the Government of NCT of Delhi.
- 7) That the appointment will be subject to his/her being declared medically fit by the Competent Authority and the verification of his/her Character and Antecedents and all other essential qualifications.
- 8) That he/she will also produce original testimonials in support of his/her education, academic and technical qualifications that render him/her qualified for appointment on the said post at the time of formal appointment.
- 9) That if he/she is found ineligible for the said post in accordance with its Recruitment Rules, framed by the Department even after the issue of this offer of appointment, the same will be stand withdrawn without any notice.
- 10) That he/she will have to produce the original certificate regarding his/her belonging to SC/ST/OBC and Physically Handicapped where applicable and claim in respect of age relaxation before the Appointing Authority.



11) That if at any stage, it is found that any information/declaration and submission given by the candidate is false and any information has been concealed/misrepresented, the appointment will be terminated and he/she will be liable to be proceeded against in the manner deemed fit.

12) That inter-se/seniority of the officials will be determined in accordance with their position in the merit list of the DSSSB irrespective of the date of joining and district to which a person may be posted.

13) That no T.A. /D.A. will be admissible to him/her for joining the said post or for production of documents and medical examination etc.

14) That this is only an offer and does not entitle him/her appointment subject to the conditions mentioned herein on the said post.

15) That he/she shall file a **Self-declaration** to the effect that the certificates/documents produced by him/her and the copies of the same deposited by him/her with the application form and during the course of verification of certificates/documents by the Board/Department are genuine and are issued by recognized institute/Board/University as the case may be and if the same are found to be fake/false, subsequently by the employer his/her service shall be liable to be terminated without any notice, in addition to penal action as warranted by Appropriate Authority.

16) That the appointment is provisional and is subject to the community certificate being verified through the proper channels. If the verification reveals that the claim of the candidate to belong to Other Backward Classes or not to belong to creamy layer is false, his/her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Panel Code for production of false certificate (As per DOPT OM No.36033/4/97-Estt. (Res) dated 25 July 2003.)

17) The appointment will be further subject to: -

(i) Submission of declaration in the form enclosed and in the event of his/her having more than one living wife/husband his/her appointment will be subject to his/her exemption from the enforcement of the rules in this regard.

(ii) Taking Oath of Allegiance of faithfulness of the Constitution of India or making a solemn affirmation to the effect in the prescribed Performa.

18) That he/she will submit undertaking to the effect that he/she has not been debarred by any Board/University/Commission in any examination.

19) That in case Sh./Smt./Km. **Meenakshi (Roll No-69001892)** is willing to accept this offer on the above terms and conditions, he/she should appear in person before the undersigned at Room No. 11B Establishment E-IV Branch, Directorate of Education, Old Secretariat, Delhi-110054 on **21.08.2025** at **11:00 AM** along with following documents to enable this office to complete the necessary formalities.

(i) All Educational/Technical Qualification Certificates/Degrees and Mark Sheets in original as well as one set of photocopies (Self-Attested).

(ii) Non-Creamy Layer status certificate from the competent authority (in case of OBC (Delhi) only) for the current year.

(iii) Four current passport size photographs duly **self-attested**.

(iv) Form for acceptance of offer of appointment (Form-1).

(v) Self Declaration (Form-2).

(vi) Marriage Status Declaration (Form-3).

(vii) Oath of allegiance (Form-4).

(viii) Employee ID Details (Form-5).

(ix) Medical Form (Form-6) (3 sets in ink).

**NOTE:-** Candidates are to download all the forms from the department's web-site i.e. <http://edudel.nic.in/> available in sub-link 'Recruitment'. Duly filled forms are to be submitted at the time of verification.

20) In addition to the above-mentioned forms candidate also has to fill the Attestation Form (in triplicate) available in sub-link 'Recruitment'.

*Meena*  
06/08/25  
Section Officer  
(Establishment-IV)  
**MEENA DHANWARIA**  
Section Officer (E-IV)  
Directorate of Education  
Govt. of NCT of Delhi  
Old Secretariat, Delhi-110054

✓ To,

Ms. Meenakshi W/o Sh. Sukhbir Singh R/O 22, Raj Vihar CGHS, Plot No. 13, Sector 18, Dwarka New Delhi-110075

Copy to: ✓ The system Analyst with the request to upload in the public circular domain.

*Meena*  
06/08/25  
Section Officer  
(Establishment-IV)  
**MEENA DHANWARIA**  
Section Officer (E-IV)  
Directorate of Education  
Govt. of NCT of Delhi  
Old Secretariat, Delhi-110054