

**SERVICES DEPARTMENT: COORDINATION BRANCH
DELHI SECRETARIAT, 5th LEVEL, 'A' WING
I.P. ESTATE, NEW DELHI-110002
(http://services.delhigovt.nic.in)**

No. F.10(108)/2008/Pt. File-II/Coord./000308839 /2646-2651

Dated: 18/09/2020

To

All HODs/Pr. Secretaries/Secretaries,
Govt. of NCT of Delhi and
Autonomous Bodies of Delhi

Sub: Extension of contractual engagement of employees -reg.

Sir/Madam

I am directed to enclose herewith copy of U.O. Letter No. 25(10)/RN-20/309/A-2143 dated 02/09/2020 vide which it has been stated that the Hon'ble Lt. Governor, Delhi has directed that before forwarding any proposal for extension of engagement of contractual staff, all the Departments shall also provide following information:

1. Efforts made to fill-up the posts on regular basis and details thereof including status of proposals pertaining to amendment of RRs, requisitions sent to recruitment agency, any matter pending in UPSC/DSSSB/Departments etc.
2. Details of dossiers received from the recruitment agency/DSSSB against existing vacancies and action taken on the dossiers including date of receipt of dossier, date of issue of offer of appointment/order of appointment, status of any dossiers pending for action at the level of the Department.

This is for kind information and compliance please.

Encl: As above.

Yours faithfully

(BHAIRAB DUTT)
DY. SECRETARY (SERVICES)

Dated: 18/09/2020

No. F.10(108)/2008/Pt. File-II/Coord./000308839/2646-2651

Copy for information to:

1. Addl. Secretary to Hon'ble Lt. Governor, Delhi.
2. Staff Officer to Chief Secretary, GNCT of Delhi.
3. PS to. Addl. Chief Secretary (Services), Govt. of NCT of Delhi.
4. PA to Special Secretary-I/II, Govt. of NCT of Delhi
5. DS-I/II/III/IV, Services Department, Govt. of NCT of Delhi
6. Guard File

(BHAIRAB DUTT)
DY. SECRETARY (SERVICES)

कार्यालय प्रमुख कार्यालय लोकोत्तरि विवे

दि. 25/9/20
प्रतिभाषित - सूचना एवं आवेदन संख्या हेतु प्रेषित
लोकोत्तरि के मूलगत सभी मुद्रांक / म्याग/मिने
कार्यालय कार्यालय ।

सहायक प्रशासनिक अधिकारी
कार्यालय प्रमुख अभियंता
लोकोत्तरि वि. दिल्ली सरकार
दवा तल, पुलिस मुख्यालय,
दिल्ली-110002

मुख्य अधिकारी
आदेश सं. 5768
दिनांक 22-09-2020
मुख्य अधिकारी
निदेशक (कार्य एवं प्रशासन)
निदेशक (सहायक)
मुख्य अधिकारी

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राज निवास
दिल्ली-११००५४
RAJ NIWAS
DELHI-110054

Hon'ble Lt. Governor has desired that before forwarding any proposal for extension of contractual engagements, the department may kindly be advised to provide the following details :

1. Efforts made to fill up the posts on regular basis and details thereof including status of proposals pertaining to amendment of RRs, requisitions sent to recruitment agency, any matter pending in UPSC/ DSSSB/Department etc
2. Details of dossiers received from the recruitment agency / DSSSB against existing vacancies and action taken on the dossiers including date of receipt of dossier, date of issue of offer of appointment / order of appointment , status of any dossiers pending for action at the level of the Department .

02.9.20

ACSC (Sec)
Ch DSSSB
Notes

Ajay Kumar
(Ajay Kumar) 2/9
Adl Secretary to Lt. Governor

Chief Secretary, Delhi

U.O. No. 25(10)/RM-20/309/A-2143

Dated: 02/09/2020.

SS (S-11)
on leave
SS (S-11) (6)

DS/II

S.O. (Cen) 02/09/2020

P. P. putrup

Mr. Yogendra
19.10