CIRCULAR

No. AN/III/1735/Promotion

Dated 18.10.2018

To

1. The Officer Incharge,
   All Sections (Main Office, PCDA (WC) Chd.)

2. The Officer Incharge,
   All Sub Offices (Under PCDA (WC) Chd.).

Sub:- Adjudication report for promotion of MTS to the grade of Clerks
   Seniority cum Fitness basis

   It has been decided by the HQrs office vide their
   Lt.No.AN/XI/11401/SCF/2018 dated 17.10.2018 to convene a DPC to adjudicate MTS
   (erstwhile Record Clerks promoted upto April 2008) for consideration of their promotion
   to the grade of Clerks based on APAR’s for the years 2012-13, 2013-14, 2014-15, 2015-16 & 2016-17 in terms of provision laid down at Para(iii) under column 11 of
   Recruitment Rules.

   Report of all the eligible applicants in your office may kindly be sent to
   by return fax by name to Sh. Sunil Raina, Sr. Accounts Office latest by 25.10.2018 in
   the proforma enclosed as Annexure ‘A’ latest by 25.10.2018 so as to enable this office
   to convene a DPC and forward it to HQrs office.

   Nil report is also required.

Enclosures: As above

Sr. Accounts Officer (AN).
The Chairperson or DPC

Chairman of DPC

Approved

Member of DPC

Member of DPC-II

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5. The Chairperson/Member of DPC has reviewed the case of the above-mentioned individuals.

4. While adjudicating the case of the above-mentioned individuals, the provisions contained in the Rules have been followed.

3. Service particulars have been verified from the service documents and found correct.

2. No discrepancy/failure is found to be committed against the individual.

1. The individual is not related to any member of DPC.

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<table>
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<tr>
<th>Remarks</th>
<th>Recommendations of DPC (FTT/LNFT)</th>
<th>Grade of APARS</th>
<th>Passing/Exemption</th>
<th>Whether DPC Test Passed/Failed</th>
<th>Whether DPC Test Physicality Standard met</th>
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TO THE GRADE OF CLEAR (On Seniority-cum-Fitness Basis)

PROFORMA FOR AUDIUDATION REPORT FOR PROMOTION OF MTS (ESTABLISHMENT RECORD CLERK)
Date: 17/11/2018

Annexure: A

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2. 3 4 5 6 7 8

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3. 4 5 6 7 8

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4. 5 6 7 8

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5. 6 7 8

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6. 7 8

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7. 8

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8.