## URBAN SHELTER IMPROVEMENT BOARD (Administration Branch)

No. GA/1120/1/99/Admn/Vol. II/D - 46

Date: 24/2/2021

## OFFICE ORDER

On the recommendations of Departmental Promotion Committee, the Competent Authority, DUSIB vide order dated 23.02.2021 has accorded approval for promotion of the following P.As to the post of Private Secretary in Pay Matrix Level - 08 notionally with effect from the dates mentioned against their names and actually with effect from date of assumption of charge to the post of Private Secretary, as per detail given below:

S. No.	Name	Effective. date of notional Promotion
1	Sh. Sunil Saxena	01.02.2017
2	Smt. Rita Arora	26.04.2019
3	Smt. Rama Sharma	01.02.2020
4	Smt. Anju Kohli	14.04.2020
5	Smt. Radha Rana	01.12.2020
6	Sh. Rajinder Kumar Das	01.02.2021

The above officers are directed to submit their joining to the post of Private Secretary to Director (Admn.).

The above officers will be on Probation for a period of two years, as per rules.

The actual benefit of promotion will be admissible to the above mentioned officers only with effect from the date of their joining to the post of Private Secretary vide this order. They shall continue to discharge their duties at their present place of posting till further orders.

The above officers may exercise their option under FR 22 within one month from date of issue of this order.

The above promotions are subject to the outcome of the Writ Petition(Civil) No. 4883/2011 and Writ Petition (Civil) No. 7155/2012 & others if any.

Dy. Director (Admn.)

## Distribution:

- 1. All Chief Engineers
- 2. All Directors/S.Es/B&FO
- 3. All Dy. Directors/Ex. Engineers/Law Officer/DCAs DD (S7 Stem)
- 4. A.O. (HQ)/(PF)/(Medical)
- 5. A.D.(Estt.)/A.D.(Admn.)I
- 6. Officers concerned
- 7. PF/SB of officers concerned
- 8. Office copy/Guard file

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