

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT OF NCT OF DELHI
ADMINISTRATION BRANCH

No: GA/1160/11/Admn./2019/D-452

Date: 12/7/2022

In view of the applicability of FR(56j) and Rule 48 of CCS(Pension) Rule, a Sub-Committee and a Review Committee has been constituted in DUSIB to identify the employees who are covered under following points:

1. Officials who have been on leave on prolonged illness or taking frequent leave on medical grounds;
2. Officials who have been absconding and not attending office unauthorisedly or absent willfully. Repeated offenders who are habitual of proceeding on leave unauthorisedly shall also be reported alongwith details.
3. Officials having doubtful integrity.
4. The officials who have Regular Vigilance Cases/under currency of punishment in two or more cases/having been undergoing criminal charges.

The above report be submitted on or before 25.07.2022 without any delay. Copy of relevant proforma duly filled in be also furnished.

Diary No. SS
Date 12/7/22
Computer Division (DUSIB)
Govt. of NCT of Delhi

R. Singh
12/07/22
Director(Admn)

Copy to:

1. PS to CEO, DUSIB for kind information of the latter.
2. PS to Member(Admn) for kind information of the latter.
3. B&FO for necessary action in respect of Accounts personnel.
4. All Directors.
5. SE(Coordination) for necessary action in respect of Engineering/Technical Cadre.
6. Dy. Director(Vigilance).
7. H.C.(Estt.)
8. Office copy/guard file.

DD(Systems)

Sh. Remya / Anup - n
As upled.
12/7/22

13. ACR/APAR grading during the last 5 years. If there is any adverse entry, please specify.

Sl. No.	Year	ACR/APAR Grading	Remarks, if any

14. Please specify whether the officer/official has initiated his ACRs/APARs timely :

15. No. of promotions obtained :

16. Whether the officer/official has got timely promotions along with his batch mates
(Yes/No) :
(if no, please provide details)

17. Any promotion during the last 05 years (Yes/ No):
(if yes, please provide details of the promotions)

18. Overall conduct of the officer / official and remarks, if any :

19. Recommendations :

Signature of the Head of the Department.

Name of Department :

Seal :

PROPORMA TO REVIEW THE PERFORMANCE OF OFFICERS/OFFICIALS OF DUSIB

1. Name and Designation of the officer/official :
2. Grade/Pay Band/Grade Pay :
3. Date of Birth : Age as on 01.07.2022
4. Date of Joining in Govt. Service :
5. Leave availed during the past five years (from the service book)
(please provide break up as well as the total period)

6. State of health :
7. Whether the health of the officer/official has a bearing on discharge of his duties
(Yes/No) :
(if yes, please elaborate)

8. Whether services of the officer are considered useful to the Govt. (Yes/No):
(if no, please provide reasons)

9. Whether the officer/official is considered competent and effective and fit to continue to hold
the post occupied by him or to continue in Cadre (Yes/No):
(if no, please provide reasons)

10. Status of Integrity :

11. Is there any reason to doubt the integrity viz. Complaints of suspicious transaction in property,
Corruption, informal feedback etc. (Yes/No) :
(if yes, Please specify)

12. Details of Penalties, if any, imposed on the officer/official during the entire career :