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

No: GA/1160/11/Admn./2019/D-697

Date: 27-09-2022

CIRCULAR

Sub: Regarding review of mechanism to ensure probity of Government Servants- Strengthening of administration- periodical review under FR (56j) and Rule 48 of CCS (Pension) Rule 1972.

Kind attention is invited to the circular no. GA/1160/11/Admn./2019/D-452 dt. 12.07.2022. issued on above mentioned subject, however, the required report is still awaited from most of the sections.

All the Sectional Heads/ Controlling Officer are requested to provide the information in r/o staff working under their control who will be attaining the age of 50/55 years or will be completing 30 years of service qualifying for pension, and covered under following points:

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

It is, requested to return the prescribed *proforma* after duly filled in with relevant details within 7 days to the Administration Branch positively.

Encl: As above

Dy. Director (Admn)

Copy to:

- 1. PS to Member(Admn)/CVO for kind information of the latter
- 2. B&FO for necessary action in respect of Accounts personnel.
- 3. All Directors.
- 4. SE(Coordination) for necessary action in respect of Engineering/Technical Cadre.
- 5. Dy.Director(Vigilance).
- 6. All Dy. Directors.
- 7. HC(Estt.)
- 8. Office Copy/Guard File.

Ch. Ook Pm 23.5,22

Diary No. 9.24 DO(Syk.) 39 Date 27,19122 Computer Division (DUSIB) Govt. of NCT of Delhi

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 a	is on 01.07.2022	
4.	Date of Joining in Govt. Service :			
5.	Leave availed during the past five years (from the service book0			
	(please provide break up a well as the total period)			
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6.	State of health:			
7.	Whether the health of the officer/official has a bearing on discharge	arge o	of his duties	
	(Yes/No):			
	(if yes, please elaborate)			
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y.				
8.	Whether services of the officer are considered useful to the Gov	t. (Ye	s/No):	
	(if no, please provide reasons)			
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	100000			
9.	Whether the officer/official is considered competent and effecti	ve an	d fit to continue to	hold
	the post occupied by him or to continue in Cadre (Yes/No):			
	(if no, please provide reasons)			
	THE SHARE WITH THE PARTY OF THE			
10	Status of Integrity :			
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11	Is there any reason to doubt the integrity viz. Complaints of susp	oiciou	s transaction in pro	perty,
11	Corruption, informal feedback etc. (Yes/No):			
	(if yes, Please specify)			
	(If yes, Flease specify)			
	Section 1			
	1910 - 19			
12	Details of Penalties, if any, imposed on the officer/official during	the e	entire career :	
12	Details of Fellatties, if any, imposed on the officer, strong during	,		
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			Carpet	A
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13. ACR/APAR grading during the last 5 years. If there is any adverse entry, please specify.

SI. No.	Year	ACR/APAR Grading	Remarks, if any		
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14	Please specify whether	the officer/of	ficial has initiated	d his ACRs	APARs timely:	
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15	. N	0.	of	promotions	obtained
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16.	Whether the officer/official has got timely promotions along with his batch mates								
	(Yes/No):	and product	THOUSEN	tra politikationaleria on a consultation resulta	and the second	elemento.			

(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: