

MINISTRY OF DEFENCE  
[Office of the JS (Trg) & CAO]

PROMOTION TO THE GRADE OF ASSISTANT

Reference Note No. A/47921/DPC-2010/Asstt/CAO/P-1(20), dated  
31 May 2010.

2. 55 Upper Division Clerks of AFHQ Clerical Service as per **Appendix 'A'**  
are appointed as Assistant in AFHQ Civil Service (Group 'B' Non-gazetted) in  
the Pay Band-2 (Rs. 9300-34,800/-) with Grade Pay Rs. 4600/- on regular  
basis and posted/retained in the offices mentioned against their names.

3. The Upper Division Clerks promoted to the grade of Assistant vide para 2 above  
will be on probation for a period of two years from the date they assume the appointment  
of Assistant as per the provision under Rule 10 (I) and (II) of AFHQ Civil Service Rule,  
2001. Assessment Reports for the first year of probation in respect to these Assistants  
may be sent to CAO's office, addressed to Admin Officer, CAO/CRD Cell immediately on  
completion of first year and the report for second year immediately on completion of  
second year. Administrative Sections in CAO's Office and Establishment Sections of Air  
HQ and Naval HQ are requested to ensure timely submission of blank Assessment  
Report forms of the officials to the user offices for completion, under intimation to this  
office.

4. The individuals who have been transferred from their present offices on promotion,  
may be relieved of their duties immediately and directed to report to their new place of  
posting. Before relieving the individuals from their present appointment, it may be  
ensured that no disciplinary/vigilance case is pending against them. It may also be  
ensured that the above officials complete their self-appraisal of the APAR form in the  
present grade to be provided by the concerned Admin/Coord Section for the year 2009-  
10 and submit it to the reporting officer.

Contd.....2/-

5. The relieving/charge assumption reports may be sent to all concerned. The individuals may also be advised to exercise their option for fixation of pay within stipulated period as per FR-22. Before relieving the individuals, their SLIC may also be withdrawn.

Sd/-  
(Rajesh Tiwari)  
SAO, CAO/P-1  
31 May 2010

Coord Sections of Branches of Army HQ/ISOs

Air HQ/PC(P&T), (PC-I), (PC-II)

Naval HQ/Adm (Civ)

Copy to :-

PPS to JS (Trg) & CAO

PS to Dir (HR)

PPS to Dir (E&A)

All Dy CAOs

All Adm Sections of CAO's Office

CAO/CRD Cell

All Staff Associations of AFHQ

JCM

Members

Individual Concerned

Encl : As stated.

**Appendix 'A' to Note No.  
A/47921/DPC-2010/Asstt/CAO/P-1(21) dated 31 May 2010**

**PROMOTION TO THE GRADE OF ASSISTANT**

S.NO.	NAME (S/SHRI)	DOB	OFFICE		VICE (S/SHRI)
			FROM	TO	
1	SREEKUMAR C	25.12.1962	DSC, B'LORE	DSC, B'LORE	Existing Vacancy
2	VRINDA BHARDWAJ SMT	05.06.1963	HQ IDS	E-in-C	Kalyan Ghosh, Promoted
3	ANITA PAL SMT	09.04.1966	NAVAL HQ	DGNCC	Ashok Kumar, Retd.
4	GOKULA CHANDRA DAS	04.03.1961	DGDE	DGDE	Existing Vacancy
5	RANVIR SINGH	02.04.1964	NAVAL HQ	NAVAL HQ	Existing Vacancy
6	OM PRAKASH	03.10.1950	NAVAL HQ	NAVAL HQ	Existing Vacancy
7	NAND LAL	30.09.1958	AG	AG	Existing Vacancy
8	DEVINDER KUMAR KAJLA	10.11.1960	DRDO	DRDO	Existing Vacancy
9	PRABHU DAYAL SIROIA	07.03.1965	MGO	MGO	Existing Vacancy
10	SANT PAL	01.07.1957	MGO	MGO	Existing Vacancy
11	JAGDISH PRASAD	20.09.1957	NAVAL HQ	NAVAL HQ	Existing Vacancy
12	ROOP SINGH	01.09.1958	MGO	MGO	Existing Vacancy
13	A K OMANA SMT	20.05.1960	AIR HQ	DGQA	Reji Joy, Expired
14	KISHORI LAL	19.02.1962	NAVAL HQ	NAVAL HQ	Existing Vacancy
15	JARNAIL SINGH	16.03.1962	AG	DGQA	AK Khanduri, Resigned
16	HEVANT SMT	16.09.1962	MGO	NAVAL HQ	Existing Vacancy
17	OM PRAKASH	10.04.1963	AIR HQ	NAVAL HQ	Ram Kala, Retd.
18	NANAK CHAND	20.11.1963	DRDO	DRDO	Existing Vacancy
19	S DINAKARAN	14.03.1964	MGO	MGO	Existing Vacancy
20	MAMTA SHARMA SMT	28.06.1956	AIR HQ	GS	Existing Vacancy
21	TRIPTA ATRI SMT	20.07.1962	AG	DGAFMS	Hans Raj Yadav, Retired
22	JAYA JAIN SMT	04.10.1957	NAVAL HQ	NAVAL HQ	Existing Vacancy
23	SURENDER YADAV	07.09.1962	GS	GS	Existing Vacancy
24	MANOJ PANDEY	06.03.1969	MS	MS	Existing Vacancy
25	SANJIV KUMAR ANAND	02.07.1955	AIR HQ	MS	Sohan Singh, Expired
26	BINITA GHOSAL SMT	30.09.1964	AIR HQ	AIR HQ	Existing Vacancy
27	DEVENDER SINGH	25.08.1957	AIR HQ	AIR HQ	Existing Vacancy
28	MOLLY DAVIS SMT	24.01.1963	GS	GS	Existing Vacancy
29	V RAGUNATHAN	16.07.1967	CAO	CAO	Existing Vacancy
30	RAMESH KUMAR	22.07.1961	AG	AG	Existing Vacancy

31	MAHESH CHANDER	12.09.1954	QMG	AIR HQ	K Rajendran, posted out
32	ASHA MAHLAWAT SMT	09.04.1967	MGO	MGO	Existing Vacancy
33	S VEILUKANTHAL SMT	27.05.1967	AG	AG	Existing Vacancy
34	GRETA KAUSHIK SMT	25.09.1961	NAVAL HQ	NAVAL HQ	Existing Vacancy
35	RAM PRASHAD	01.04.1956	AG	AG	Existing Vacancy
36	DINESH CHAND	01.12.1957	DGQA	DGQA	Existing Vacancy
37	T SIVA SUBRAMANIAN	04.03.1963	MDDS	MDDS	Existing Vacancy
38	MOHAN LAL	01.01.1961	NAVAL HQ	AIR HQ	Existing Vacancy
39	PRAHLAD SINGH	05.10.1964	AIR HQ	AIR HQ	Existing Vacancy
40	RAMESH SINGH MEHRA	10.01.1961	SSCB	Hist. Div.	Existing Vacancy
41	SAROJ SMT	21.04.1968	DRDO	DRDO	Existing Vacancy
42	RAMA SEHGAL SMT	15.04.1962	QMG	QMG	Existing Vacancy
43	C S R PRASAD	17.04.1962	CAO	CAO	Existing Vacancy
44	MIHI LAL	15.06.1962	E-in-C	E-in-C	Existing Vacancy
45	RAVINDER KUMAR	04.09.1962	DEO	MGO	Vivek Kumar, Resigned
46	C MURUGAN	15.10.1962	MS	MS	Existing Vacancy
47	GIRISHA DHUPAR SMT	10.11.1963	GS	Dte. of Stdn.	Existing Vacancy
48	R R SUNEJA SMT	17.11.1963	AG	NAVAL HQ	Existing Vacancy
49	RAM PHOOL MEENA	15.08.1970	DRDO	DRDO	Existing Vacancy
50	HELAN ANIL SMT	27.05.1971	HQ/ATVP	HQ/ATVP	D K Sharma, Posted out
51	CHAMPA LAL MEENA	09.07.1971	AG	AG	Existing Vacancy
52	DANIEL PAUL	20.12.1971	AIR HQ	AIR HQ	Existing Vacancy
53	VANLALLIAN VALTE	04.06.1972	DGR	AIR HQ	Existing Vacancy
54	HARI MOHAN MEENA	03.02.1967	QMG	QMG	Existing Vacancy
55	SURESH B GOKHALE	15.08.1967	NAVAL HQ	NAVAL HQ	Existing Vacancy

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