

MINISTRY OF DEFENCE

Office of the JS (E/CAO)

Subject: **PROMOTION OF STENOGRAPHERS TO THE GRADE OF PERSONAL ASSISTANT OF AFHQ STENOGRAPHER'S SERVICE**

Consequent upon qualifying Limited Departmental Competitive Examination - 2016 (as per revised results) held by Staff Selection Commission, the following Stenographers of AFHQ Stenographers Service are promoted to the grade of Personal Assistant (Group 'B', Non-Gazetted) in Pay Matrix Level 7 as per 7th CPC (GP ₹4600 pre-revised) and retained in their present organisations:-

Sl No.	ID No.	Name (Sh/Smt/Ms)	Cat	DOB	Present office
1.	A288727	Manoj Kumar Saini	OBC	01.07.1984	DRDO
2.	A288350	Manju Bhatt	Gen	11.12.1987	Air HQ
3.	A287960	Uma	OBC	17.06.1992	DGQA
4.	A287098	Krishan Dutt	Gen	22.07.1985	DGQA
5.	A288756	Raushan Kumar	Gen	25.10.1989	GS Branch
6.	A286752	Ritesh Sen	OBC	01.08.1992	GS Branch
7.	A287902	Shekhar Kumar	OBC	05.12.1986	Air HQ
8.	A287829	Kanchan	OBC	04.02.1991	GS Branch
9.	A287407	Anoop Kumar Tiwari	OBC	10.08.1984	Naval HQ

2. Promotion of the abovementioned officials will be effective from the date of issue of this order or assumption of charge of higher grade whichever is later.

3. Above mentioned Stenographers on their promotion to Personal Assistant are requested to give their option for pay fixation under FR 22 and the instructions stipulated in CCS (RP) Rules, 2016 within stipulated time to their concerned admin section.

2020

4. As per the AFHQ Stenographers' Service Rules, 2004, revised by SRO 29 dated 18th Apr 2012, all the PAs promoted vide note under reference will remain under probation for a period of two years wef the date of promotion. This period can be extended at the discretion of the Competent Authority. Two Assessment Reports duly filled, first at the completion of one year and second at the completion of second year may be forwarded to CAO/APAR (P-2) Cell under intimation to this office.

5. Charge assumption report must be sent to all concerned.

के.के. गिरिधारी
(के.के. गिरिधारी)
व.प्र.अ./का-2(ए)
23 मई 2017

NHQ/DOA(Civ)

Air HQ/PC Coord

GS/SD-1

DRDO/AFHQ Cell

DGQA

Concerned Admin Sections of CAO

Copy to:

Sr. PPS to JS(E/CAO)

PS to Director (HR)

PS to Director (E&A)

PA to Dy CAO(P&L)

CAO/APAR (P-2) Cell

AFHQ Stenographers Association

NOTICE BOARD

CAO/EDP Cell :- For uploading on CAO Website.