

GOVT OF NCT OF DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
(ADMINISTRATION BRANCH)
2nd FLOOR, MAHARANA PRATAP ISBT BUILDING
KASHMERE GATE, DELHI-110006

F.No. 10 (183)/2014/DWCD/Estt./2024/ 8456-62

Dated:
04 AUG 2025

To,

1. All Deputy Director (SA&P),
 Department of WCD, GNCTD
 5th Floor, ISBT Kashmire Gate Delhi
2. All CDPO/DDO/ HOO,
 SA&P Project, DWCD
 Govt. of NCT of Delhi

Sub:-Requirement of documents i.e. Work conduct & Integrity Certificate, Vigilance clearance performa, EOL/ Dies non/ Break in service/ Suspension period certificate and APAR for the period 2017-18 to 2023-24 for the purpose of promotion from Supervisor Gr-II) to the post of Supervisor (Gr-I).

In reference to this office letter dated 07.07.2025 vide which requisite documents are sought from concerned DDO/ HOO/ CDPO. Further, on scrutiny of the promotion proposal from Supervisor Grade-II to Supervisor Grade-I, the following officials are found eligible under the **extended zone of consideration**. The following documents are still pending for further processing of the promotion case, as per details below:-

S/N	Senior ity No.	Name of the Officials & DO	DOB	DOE in Govt. Service	Cat.	Documents Required
1.	183	REKHA	21/07/93	13/10/2017 (F/N)	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate.
2.	255	REENA	30/01/89	10/10/2017 (F/N)	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate.
3.	258	LAXMI PAL	29/12/94	12/10/2017 (F/N)	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate.
4.	264	SEEMA	09/01/92	11/10/2017 (F/N)	UR/ OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate.
5.	265	ANURADHA SHARMA	09/11/92	22/08/2017 (F/N)	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/

						Suspension period certificate.
6.	276	SUJATA RANI	15/07/85	11/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate.
7.	278	BABITA	15/06/87	11/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
8.	281	URVASHI	11/08/93	12/10/2017 (F/N)	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
9.	284	VANDNA SHUKLA	25/05/89	22/11/2018 (F/N)	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
10.	285	RUCHI SHARMA	29/08/89	10/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
11.	289	KOMAL SHARMA	17/01/92	21/08/2020	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
12.	293	SHALINI	13/11/88	10/08/2020	UR	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
13.	301	KIRAN KUMARI	10/07/92	28/11/2017 (F/N)	SC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
14.	303	NISHA	13/11/86	11/10/2017 (A/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
15.	305	MONIKA	03/10/88	10/10/2017 (A/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
16.	306	MANISHA	01/04/87	11/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate

		YADAV				2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
17.	308	KHYATI	30/09/92	11/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
18.	311	ARCHANA JALWAN	26/12/78	18/04/2018	SC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
19.	313	FARAH NAZ	01/04/87	12/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
20.	315	RITU RANI	01/12/88	11/10/2017 (F/N)	SC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
21.	318	ASHA	25/02/86	11/10/2017 (A/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
22.	322	ASHA BANSAL	05/06/92	07/12/2018	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
23.	327	NEHA CHAUDHAR Y	17/11/90	22/08/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
24.	328	JAYANTI KAKRAN	01/02/87	29/11/2017 (F/N)	SC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
25.	334	VINEEKA	23/08/89	22/08/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
26.	335	POONAM MEHRA	23/12/87	11/10/2017 (F/N)	SC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa

						3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
27.	336	BHUVNESH YADAV	17/04/91	10/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
28.	337	SHASHI	01/07/91	22/11/2018 (F/N)	SC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
29.	338	SHEFALI	22/11/91	11/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
30.	343	MONIKA SHERAWAT	02/03/92	12/10/2017 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
31.	344	GEETA YADAV	26/04/87	29/06/2018 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
32.	348	MONA	29/06/85	26/11/2018 (F/N)	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
33.	349	ANJU VIJAYRAN	30/10/85	03/09/2020	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
34.	354	JYOTI	26/07/90	29/09/2020	OBC	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
35.	360	SARITA	20/05/70	22/10/2018	SC/A WW	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years

6.	364	SAROJ	08/01/88	10/10/2017 (A/N)	ST	1. Work conduct/ Integrity Certificate 2. Deptt. Vigilance performa 3. EOL/ Dies non/ Break in service/ Suspension period certificate. 4. APAR for the last five years
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The concerned CDPO/ Branch in-charge are hereby once again directed to forward the above mentioned requisite documents in r/o above mentioned officials, to the Admn. Branch, WCD within 03 days, for further processing promotion case.

Encl: As above.

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Copy to:-

1. PS to Secretary, DWCD, GNCTD
2. OSD to Director, DWCD, GNCTD
3. SO to Special Director, DWCD, GNCTD
- ✓ 4. System Analyst, IT Branch, DWCD, GNCTD to upload the official website of the Department.
5. Officials concerned through Branch in-charge from where she is working.

Deputy Director (Admn.)

Dated:

04 AUG 2025

Deputy Director (Admn.)