

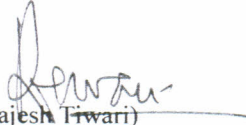
Ministry of Defence
(Office of JS (T) & CAO)

Subject: **PROMOTION TO THE GRADE OF PERSONAL ASSISTANT OF AFHQ STENOGRAPHERS SERVICE ON REGULAR BASIS**

Consequent to inclusion in the panel for the year 2011-12 issued vide note of even number dated 04 Dec 2012, following ad-hoc Personal Assistants are promoted to the grade of Personal Assistant (Pay scale ₹ 9,300-34,800 with Grade pay ₹. 4600/- in Pay Band-2, Group 'B' Non-Gazetted) on regular basis:-

Sl No.	Name (Shri/Smt/Kum)	DOB	Office
1	RANJIT KUMAR	21-08-1976	Naval HQ
2	SANGEETA GOSWAMI	18-10-1975	AG
3	GAURAV AGGARWAL	21-11-1978	GS
4	NRIPENDRA KUMAR SINHA	15-12-1974	E-IN-C
5	ANUP JAIN	15-03-1974	AIR HQ
6	ABHINAV SAXENA	11-05-1973	DRDO

2. The above mentioned ad-hoc Personal Assistants on their promotion are requested to give their option for pay fixation under FR-22, as amended from time to time within stipulated time to their concerned admin sections.
3. All above ad-hoc Personal Assistants now stands regularised as Personal Assistant w.e.f 01.07.2011 as per DOP&T OM No.22011/5/86-Estt (D) dated 10 Apr 1989 as amended vide OM No.22011/5/91-Estt (D) dated 27 Mar 1997 or date of charge assumption as PA whichever is later.
4. As per the AFHQ Stenographers' Service Rules 2004 as amended vide SRO 29 dated 18 Apr 2012, all the PAs promoted will remain under probation for a period of two years wef from 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..


(Rajesh Tiwari)
SAO/P-2
07 Dec 2012

Air HQ/PC-1 NHQ/DOA (Civ)

Concerned Coord Section of Branches of Army HQ/ISO

Copy to:

Concerned Admin Section of CAO's Office

PPS to JS (Trg) & CAO PS to Dir (HR) PA to Dy CAO (P & L)

CAO/APAR(P-2) Cell AFHQ Stenographers Association Notice Board

CAO Website: <http://caomod.gov.in>