

MINISTRY OF DEFENCE

(Office of JS (Trg) & CAO)

Subject: **PROMOTION TO THE GRADE OF PRINCIPAL PRIVATE SECRETARY (PPS) ON REGULAR BASIS OF AFHQ STENOGRAPHERS SERVICE**

Consequent to inclusion in the select list for promotion to the grade of PPS for the panel year 2012-13, Shri RK Kalra (DOB: 27.05.1959, ID No.A041140), Private Secretary, E-in-C's Branch is promoted to the grade of Principal Private Secretary (Pay scale ₹15,600-39,100/- Grade Pay ₹6,600/- Group 'A' Gazetted) on regular basis and posted to Air HQ vice Shri Kuldeep Raj (DOB: 19.10.1952, ID No.A192211), PPS, retired.

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


3. Above mentioned officer on his promotion is requested to give his option for pay fixation under FR 22 (I) (a) (1) within stipulated time to his concerned admin Section. However, if already exercised this option under ACP/MACP Scheme, he need not be given this facility.

4. As per the AFHQ Stenographers' Service Rules 2004 as amended vide S.R.O 29 dated 18 Apr 2012, Shri RK Kalra 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. Air HQ/PC-1 is requested to ensure timely submission of blank Assessment Report forms of the officer to the user office for timely completion.

....2/-



5. Relieving/charge assumption report may please be sent to all concerned under intimation to this office.


(Rajesh Tiwari)
SAO, CAO/P-2
01 Jan 2013

E-in-C's Branch/E Coord-1

Air HQ/PC-1

Copy to:

The Secretary,
UPSC
Dholpur House
Shahjahan Road
New Delhi – 110 069

- w.r.t No.F.1/33 (45)/2012-AP3 dated 19.10.2012.

CAO/A-6(A)

CAO/APAR (P-2) Cell

PPS to JS (Trg) & CAO

PS to Dir (HR)

PA to Dy CAO (P & L)

AFHQ Stenographers Association

Notice Board

CAO/EDP Cell

- for uploading on CAO's Office web-site.