


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

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

Consequent to inclusion in the extended panel for the year 2012-13 issued vide note of even number dated 25th Jun 2013, Smt Mayalakshmi Aravindakshan (DOB:26.12.1954), ad hoc PS is promoted to the grade of Private Secretary (Pay scale ₹ 9,300-34,800 with Grade pay ₹ 4800/- in Pay Band-2, Group 'B' Gazetted) on regular basis with immediate effect and retained in Naval HQ.

2. The Pay of the official may be fixed in the grade of PS in terms of provisions laid down under FR-22 and the instructions stipulated in CCS(RP) Rules, 2008.
3. Smt Mayalakshmi Aravindakshan on her promotion is requested to give her option for pay fixation within stipulated time to the concerned admin section. However, if, she has already exercised this option under ACPS/MACPS, this facility would not be admissible to her.
4. Charge assumption report must be sent to all concerned.


(Rajesh Tiwari)
SAO, CAO/P-2
22-Aug 2013

Naval HQ/DOA (Civ)

Copy to:

CAO/APAR (P-2) Cell DHT1

PPS to JS (Trg) & CAO PS to Dir. (HR)

PA to Dy CAO (P & L) AFHQ Stenographers Association Notice Board

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