

1257

No. A/25374/DPA 'A'/CAO/P-2(B)

MINISTRY OF DEFENCE

(Office of the JS & CAO)

Subject: PROMOTION TO THE GRADE OF DATA PROCESSING ASSISTANT GRADE 'A' FOR THE DPC YEAR 2020 IN AFHQ/ISOs, MINISTRY OF DEFENCE

Reference this office Note of even number dated 11 Jun 2020.

2. The following is appended in the Note under reference :-

The Data Entry Operators Grade 'B' promoted to the grade of Data Processing Assistant Grade 'A' as mentioned in Annexure 'A' to the Note under reference will be on probation for a period of two years from the date he/she assumes the appointment of Data Processing Assistant Grade 'A' as per the provision of Recruitment Rules. Assessment reports for the first year of probation in respect of the Data Processing Assistant Grade 'A' may be sent to CAO's office, addressed to Admin Officer, CAO/APAR (P-2) cell immediately on completion of first year and the report for second year immediately on completion of second year. Concerned Administrative Section is requested to ensure timely submission of blank Assessment Report forms of the official to the user office for completion.



(KK Giridhari)
SAO, CAO/P-2(B)

16 Jun 2020

GS/SD-1
NHQ/DOA (Civ)
DGR
CAO/A-1(B)
CAO/A-5(B)
PS to Dir (HR)
CAO/EDP Cell

DGIS/MISO
AG (Coord)
DGAFMS
CAO/A-3(A)
CAO/APAR(P-2) Cell
PA to Dy CAO (P&L)

Air HQ/PC (Coord)
Dte of Stdn
CAO/A-1(A)
CAO/A-5(A)
CAO/Pension Cell
Notice Board

- For uploading on CAO's Website.