

Ministry of Defence
(Office of JS & CAO)

**PROMOTION TO THE GRADE OF PERSONAL ASSISTANT (PA)
OF AFHQ STENOGRAPHERS' SERVICE ON REGULAR BASIS
IN THE PANEL YEAR 2021 (REGULAR)**

Reference this office Note of even number dated 21 May 2021.

2. Consequent to inclusion in the Select List for the Panel year 2021 (Regular), the under mentioned stenographers Grade 'D' are promoted to the grade of Personal Assistant (PA), Group 'B' Non-Gazetted Pay Level-7 (Rs.44,900-1,42,400) on regular basis and posted to organisations mentioned against their names:-

Sl. No.	ID No.	Name (Shri/Smt/Kum)	DOB	Present Office	Posted on promotion	Remarks
1	A288318	Suchitra Ghosh	07-11-1990	Naval HQ	GS Branch	Against Existing Vacancy
2	A287197	Mayanka Singhal	18-09-1986	GS Branch	Naval HQ	
3	A286934	Mukesh Rohilla	07-10-1988	DGDE	Naval HQ	

3. Promotions of the above officials will be effective from issue of this order or assumption of charge of higher grade, whichever is later.

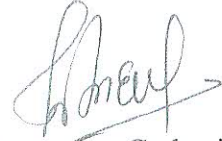
4. The above officials will be on probation for a period of two years from the date they assume the appointment of PA as per para 10 of AFHQ Stenographers Service Rule-2004. Assessment Reports for the first year of probation in respect of the officials may be sent to CAO/APAR(P-2) Cell immediately on completion of first year and the report for second year immediately on completion of the second. Administrative Sections of the concerned offices are requested to ensure timely submission of blank Assessment Report forms of the official to the user offices for completion.

5. The pay of the officials shall be fixed as per existing instructions on the subject matter.

6. As per DoP&T OM No. 36012/11/2016-Estt.(Res-I) {Pt-II} dated 15 Jun 2018, the promotion of the above officials shall be subject to further orders which may be passed by the Hon'ble supreme Court.



7. Relieving/ Charge assumption report in respect of the above officials must be sent to all concerned.



(Bhagwan Sahai)
AO, CAO/P-2

21 May 2021

Naval HQ

GS/SD-1

DGDE

CAO/A-7(B)

CAO/A-2(B)

CAO/ APAR (P-2) Cell

PPS to JS & CAO

PS to Director (HR)

PA to Dy CAO (P&L)

AFHQ Stenographer's Association

Notice Board

CAO/ EDP Cell: For uploading on CAO website.