

MINISTRY OF DEFENCE
(Office of JS (Trg) & CAO)

Subject: **PROMOTION TO THE GRADE OF PRIVATE SECRETARY
OF AFHQ STENOGRAPHER SERVICE ON TEMPORARY
BASIS**

Following Personal Assistants of AFHQ Stenographers' Service are promoted to the grade of Private Secretary (PS), Group 'B' Gazetted, in the pay scale of ₹9,300 - 34,800 in PB-2 with Grade Pay of ₹ 4,800 on temporary basis for a period of six months under Rule 7(3) of AFHQ Stenographers Rules wef 01.01.2012 or till availability of regular incumbents whichever is earlier and they are posted to organisations mentioned against their names:-

Sl No.	Name (Shri/Smt/Km)	DOB	Present Organisation	Posted to	Vice Shri/Smt
1.	VK KAPUR	13-06-1954	DGQA	QMG	Bharat Bhusan
2.	KAMLESH KALRA	08-08-1959	STDN DTE	HQ IDS	J Prasad
3.	PREM PARKASH	15-11-1954	DGQA	QMG	KP Rajagopalan
4.	VIRENDER SINGH	15-04-1960	AIR HQ	GS	Rekha Pahade
5.	SANTOSH CHANDI	20-10-1954	PLG & COORD	PLG & COORD	Existing vacancy
6.	REKHA ATTRI	02-06-1952	OFC	QMG	Sangeeta Kumar
7.	K PUNIDHA VELU	25-03-1963	DQA(CV)	CAO	Existing vacancy
8.	RAMESH CHANDER	13-03-1954	AIR HQ	HQ IDS	SC Bajaj
9.	MAYALAKSHMI - ARAVINDAKSHAN	26-12-1954	AIR HQ	DGAQA	Veena Elawadi
10.	SUSHILA SIKKA	01-07-1964	DGQA	NAVAL HQ	Jagdish Singh
11.	SARBANI ROY	24-02-1958	GS	MS	Sudhir Kumar
12.	SUSHMA TULLY	30-06-1959	AIR HQ	AG	Sunil Kumar
13.	NEELAM SABHARWAL	07-08-1960	DGQA	GS	Prabha Arora
14.	POONAM SHARMA	16-11-1960	E-IN-C	GS	R Govindrajan
15.	PARAMJIT KAUR	18-05-1961	GS	GS	S C Sharma
16.	NEERU AHUJA	23-05-1961	GS	GS	Existing vacancy
17.	SUJATA MEHTA	24-08-1961	DRDO	DRDO	Ashok Kumar Nagpal
18.	E CHANDRAN	06-02-1961	AIR HQ	AG	BK Tiwari
19.	A SETTU	07-06-1966	NAVAL HQ	AG	RC Chaudhary
20.	BINDU KANDHARI	23-08-1969	AIR HQ	AG	Veena Sharma
21.	ARVIND KUMAR	28-01-1971	AIR HQ	AIR HQ	Tej Ram
22.	ANOOP SOOD	24-04-1962	AIR HQ	AIR HQ	S S Sharma
23.	ANJANA KATARIA	30-04-1962	GS	GS	Existing vacancy
24.	PAWAN KUMAR SHARMA	15-11-1971	DGQA	MGO	Sunder Lal
25.	LAXMI SOOD	09-12-1962	AIR HQ	DGR	Yogi Raj
26.	HEMLATA	18-06-1971	AIR HQ	AIR HQ	Existing vacancy
27.	FOUJA SINGH	12-01-1971	AIR HQ	AIR HQ	Existing vacancy

2. The above mentioned officers are appointed as Private Secretary under following terms and condition as per AFHQ Stenographer Service Rule 2004:

(a) The promotion will be effective from the date of charge assumption of higher post by the officers.

(b) The temporary promotion shall be operated on purely temporary basis and can be terminated on administrative ground without issuing any prior notice to this effect.

(c) The officers so granted temporary promotions shall have no claim for regular promotion/appointment on the basis of temporary promotion granted now. The periods of such appointment shall not count towards seniority in the grade of PS.

3. The Officers should either join as PS or refuse to accept their promotion latest by 16.01.2012, failing which it will be construed that they are not willing to take up appointment as PS.

4. Relieving/charge assumption report may be sent to all concerned.

Sd/-
(Rajesh Tiwari)
SAO, CAO/P-2
30 Dec 2011

AIR HQ/PC-1 **NHQ/DOA (Civ)**

All Branches of Army HQrs & ISOs

Copy to:-

Concerned Admin Sections of CAO's Office **CAO/APAR(P-2) Cell**

PPS to JS (Trg) & CAO **PS to Director (HR)**

PA to Director (Pers & Legal)

PA to Dy CAO (P) (Link Officer)

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