

MOST IMPORTANT

DELHI DEVELOPMENT AUTHORITY
CONFIDENTIAL BRANCH

CIRCULAR NO. 76 /2020


Sub.: Instructions regarding processing the cases for grant of ACPs and MACPs.

During the proceedings of the Screening Committee regarding grant of ACPs and MACPs, it came to notice that the cases which were due in October, 2019, have been placed before Screening Committee in August, 2020. It has also been observed that most of the cases regarding grant of ACP and MACP are placed before DPC/Screening Committee very late, which causes resentment among the concerned officers/officials. The delay occurs due to faulty procedure being followed i.e. submission of a form through concerned DDO by the official to the Personnel Branch, which is not in order.

It has been decided that in future all Assistant Directors/Branch Officers will devise a methodology to review the cases of ACPs/MACPs at the branch level on the basis of service records available in the branch well in advance of the due date of eligibility and without waiting for the details from DDO as per prevalent system. It has further been decided that one time exercise should be conducted, to grant benefits in cases that have accrued till date, in next one month. After this period, no pendency should be there with any branch.

These instructions should be followed by all concerned scrupulously. Non-compliance of the instructions as well as pendency of case after one month with any branch will render the concerned liable for disciplinary action.

This is issued with the approval of Commissioner (Personnel).


(ANIL SHARMA)
DIRECTOR (PERS.)-I

No. F.1(Misc.)2020/ACP/MACP/CC/511

Dated : - 18/08/20

Copy to :

1. Deputy Director(P)-I, I(Engg.), II, III, IV & CR, DDA.
2. All Assistant Directors(P) I, I(Engg.), II, III, IV, DDA.
3. All DDOs to intimate the service details of the officials, whose ACPs/MACPs have become due.
4. PS to Pr. Commissioner (Personnel) for information of the latter.
5. PS to Commissioner (Personnel) for information of the latter.
6. Notice Boards of Vikas Sadan and Vikas Minar.
7. Circular Book.