



DELHI DEVELOPMENT AUTHORITY

(दिल्ली विकास प्राधिकरण)

(CONFIDENTIAL BRANCH)

(गोपनीय शाखा)

E.O. No. 03

Dated: 01.01.26

ADDENDUM

Further to issuance of EO No. 793 dt. 31.12.2025 vide which 17 Multi Tasking Staff (MTS) have been promoted to the post of Junior Secretariat Assistant (JSA) in Level 2 (Rs. 19,900-63,200) of Pay Matrix as per 7th CPC [Pay Band 1 of Rs. 5200-20200/- with Grade pay of Rs. 1900/- as per 6th CPC], their promotion will be subject to the following condition :

“The above Promotion of 17 MTS to the post of JSA is purely on temporary basis and subject to the condition that they will have to pass Typing Test on Computer at a speed of 35 w.p.m. in English or 30 w.p.m in Hindi (35 w.p.m. and 30 w.p.m. Correspond to 10500 KDPH and 9000 KDPH on an average of 5 key depressions for each words respectively) within one year, failing which they will not be entitled to draw any increment and they will also not be considered for any further promotion.”

2. The other terms and conditions mentioned of the said E.O. will remain unchanged.

(Nidhi Kanojia)

Dy. Director (CR)

No. F.10(67)2025/CC/ 02

Dated 01.01.26

Copy to :

1. PS to Commissioner (Pers.), DDA for kind information of the latter.
2. PS to CAO, DDA for kind information of the latter.
3. Director (P)-I/ (Housing)-II/ (Vigilance)-I, II, DDA.
4. Dy. Director (P)-III/ Vigilance (Admn.)/ Reservation Cell, DDA.
5. Dy. Director (Systems), DDA for uploading on the DDA website (About us -> Organisation -> Personnel -> Promotions 2026).
6. Accounts Officer (Establishment) Non-Gazetted – II, III / Concerned C.A.U., DDA.
7. Assistant Director (Personnel)-III / P.M.I.S. / Receipt & Dispatch (e-Office) / CR Cell-II, DDA.
8. Officials mentioned in E.O. No. 793 dt. 31.12.2025.
9. Personal File, Estt. Order File, Guard File.

(Vikas)

Asstt. Director (CR)