



No. AN/III/2151/DPC/SPS/2019

Date: 21<sup>st</sup> June, 2019

To,

1. The PCDA (R&D),  
New Delhi
2. The PCDA (CC),  
Lucknow
3. AN-IV Section,  
HQrs Office, CGDA, Delhi Cantt.

**Subject:** Promotion of Private Secretary (PS) to the grade of Sr. Private Secretary (SPS) against the vacancy year 2019.

The Competent Authority has approved promotion of the following Private Secretaries (PS) to the grade of Sr. Private Secretary (SPS), in Level-8 of Pay Matrix (Pay Band-2, ₹ 9300-34800 with Grade Pay of ₹ 4800/-, Pre-revised 6<sup>th</sup> CPC) with effect from the date shown against their name or from the date of assumption of charge whichever is later.

Sl. No.	Name of the PS	Office where serving	Orgn.	Office where posted on promotion to SPS grade	Orgn.	Date of Promotion to the SPS grade
1.	Sh. V.D.Kannan A/c No. 8324448	HQrs Office	CGDA Delhi Cantt.	Main Office	PCDA(R&D) New Delhi	01.07.2019
2.	Smt. Savita Sushil, A/c No. 8331411	Main Office	PCDA (CC), Lucknow	Main Office	PCDA (CC), Lucknow	01.09.2019

2. Before promotion of the PS to the SPS grade, it may please be ensured that none of the circumstances enumerated in para 2 of the DOP&T OM No. 22011/4/91-Estt. (A) dated 14.09.1992 have arisen. If such circumstances have arisen, the promotion shall not be released and instead considered as if, the case of the officer concerned has been placed in Sealed Cover by the Departmental Promotion Committee, in terms of para 7 of the said OM.

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रक्षा लेखा महानियंत्रक **CONTROLLER GENERAL OF DEFENCE ACCOUNTS**

उलन बटार रोड़, पालम, दिल्ली छावनी-110010 Ulan Batar Road, Palam, Delhi Cantt-110010


Ph. : 011-25665500, 25665555 Fax : 011-25674806, 25674821 Email : cgdanewdelhi@nic.in Web : www.cgda.nic.in

3. Immovable Property Return (IPR) of the PS, as on the date of promotion to the SPS grade, duly verified, may be forwarded to AN-II section of this HQrs Office within 15 days from the date of assumption of charge.
4. Part-II Office Order notifying the promotion of the PS may be forwarded to this HQrs office at the earliest.
5. All the completed APARs / MTPARs (in original) in respect of the promoted PS which have become due till date, may please be forwarded to Admin-II Section of this HQrs office immediately after promoting them.

  
(Praveen Kumar Rai)  
Sr. Dy. CGDA (Admin.)

**Copy to:**

1. IT & S Section (Local) -- With a request to upload the promotion order on department's website.
2. The OIC, Admin- X / XI / XIII Section (Local) -- For information and necessary action.

  
( Praveen Kumar Rai)  
Sr. Dy. CGDA (Admin.)