



CWC CO-PD0ESTT/1780/2020-PERS

Date: 01.01.2021

OFFICE ORDER

With the approval of the Competent Authority, the following **Private Secretary** are hereby promoted to the post of **Principal Private Secretary** in the pay scale of Rs.50,000 -- 1,60,000 /- (IDA) w.e.f. the date they take over the charge of the post. They are allowed to join at their present place of posting.

S. No.	CPF Code No.	File No.	Name (Shri/ Ms)	Present Place of posting
1	00610F	6461	Neelam Arora	CO, Finance Division, New Delhi
2	00668H	6807	Raj Kumar Khanna	CO, Personnel Division, New Delhi
3	12078B	7845	Vidya Bhushan	CO, Engineering Division, New Delhi

Consequent upon their promotion, their pay will be fixed in the aforesaid pay scale in accordance with Regulation 25 of CWC (Staff) Regulations, 1986. In case they want pay fixation on promotion under FR 22(1)(a)(i) i.e. after drawl of next increment in the lower grade they can exercise option for the same within 30 days of their joining the new post; **except officials whose pay have already been fixed in the above scale under ACP Scheme.**

The above officials shall be on probation for a period of two years w.e.f. the date of they assume charge of the new post. The period of probation is extendable upto a further period not exceeding one year as per Regulation of 10 (ii) of CWC (Staff) Regulations, 1986. Those officials who are due to superannuate within a period of two years from the date of joining on the new post shall be on probation till the date of superannuation

They should report to join their duty as **Principal Private Secretary** within 45 days from issuance of this order failing which it will be presumed that they are not interested to join on their promotion and their promotion will be treated as foregone without any notice as per the policy of the Corporation.

The above officials should submit their joining report/charge report to all concerned immediately.

(Alok Kumar Singh)
AGM (Estt.)

To,
The Individual concerned.

Copy to:-

1. All HODs, CWC, CO, New Delhi.
2. AGM(Vig.)/AGM(Policy)/Manager(F&A)/Mgr.(CR)/SAM(Pension)/SAM(Liaison), CWC, CO, New Delhi.
3. Sr.PA to MD/SAM to Director (Finance)/PS to Director(Pers.), CWC, CO, New Delhi.