

**Chandigarh Administration
Department of Personnel**

ORDER

Subject:- Timely Convening of Departmental Promotion Committees.

Reference this Administration's letter No. 34/23/94-IH(7)-2022/11172 dated 14.07.2022 and order bearing endst. No. 34/23/94-IH(7)-2023/13609-13610 dated 21.09.2023 on the subject noted above. It was inter-alia conveyed that the departments should draw up Annual DPC calendar in accordance with the O.M. No. 22011/4/2013-Estt.(D) dated 28.01.2015 issued by the Government of India, Department of Personnel & Training, New Delhi so as to achieve the desired objectives of convening of DPC meetings in a time framed manner.

2. It was also conveyed vide order dated 21.09.2023 ibid that in case any post is deemed abolished on being vacant (for a period of 02 years etc.) due to delay in convening DPC, disciplinary action will be contemplated against the concerned Head of Department. Any violation in this regard will also be recorded in the APARs of concerned officers apart from being construed as misconduct under applicable rules.

3. Further, a Model Composition of Departmental Promotion Committee in respect of Group A, B & C posts has been formulated by this Administration and circulated vide letter No. 34/23/94-IH(7)-2024/9569 dated 10.07.2024.

4. However, it has been observed by the Competent Authority that the departments are not conducting the meetings of DPCs in a time bound manner in terms of instructions issued by the Government of India, Department of Personnel & Training from time to time. As a result, some of the vacant posts have already abolished. This has been viewed seriously by the Competent Authority and it has been decided that a statement showing details of pending DPCs be submitted by all concerned to this department in the following format by 15.10.2024 and also email a soft copy of the same in word format at dop.chd@yahoo.com for placing the same before Worthy Adviser to the Administrator, Union Territory, Chandigarh: -

Sr. No.	Nomenclature of Post	Number of Vacancies under promotion quota	Number of DPCs due	Whether all particulars submitted to DPC Chairperson	Due date of DPC	Designation of DPC Chairperson
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-Sd-

Chandigarh, dated the
04th October, 2024

Rajeev Verma, IAS
Adviser to the Administrator
Union Territory, Chandigarh

Cont/....

Endst. No. 34/23/94-IH(7)-2024/14296

Dated: 07/10/2024

A copy is forwarded to the Additional Chief Secretary to the Governor, Punjab-cum-Administrator, Union Territory, Chandigarh for kind information.



Secretary Personnel
Chandigarh Administration

Endst. No. 34/23/94-IH(7)-2024/14297

Dated: 07/10/2024

A copy is forwarded to all the Administrative Secretaries/ Heads of Departments/ Offices/ Institutions/ Boards/ Corporations, Chandigarh Administration for information and necessary action.



Secretary Personnel
Chandigarh Administration

Endst. No. 34/23/94-IH(7)-2024/14298

Dated: 07/10/2024

A copy is forwarded to the Director Information Technology, Union Territory, Chandigarh with the request to upload the above orders on the official website of Chandigarh Administration.



Secretary Personnel
Chandigarh Administration