

**MOST IMMEDIATE
REMINDER**

**DEPARTMENT OF SOCIAL WELFARE
GOVT. OF NCT OF DELHI
7TH FLOOR, MSO BUILDING, ITO, NEW DELHI
(ADMINISTRATION BRANCH)**

F.NO. 44(38)/2023/DSW/Admn/Misc./Estt./ 6215-6274

Dated:

11 JUL 2023

To

All DSWOs/HOOs/DDOs/Supdt.
Of the Homes/Institutions/Branches/Districts/Schools/MCUs
Of the Department of Social Welfare, Delhi

Sub: Implementation of MACP Scheme to employees of Department of Social Welfare.

Sir/Madam,

Please refer to this office letter/circular No. F.44(38)/2023/DSW/Admn/Misc./Estt./4625-4685 dated 14.06.23 on the above mentioned subject. It was requested for identification the officers/officials whose MACP benefits are already due to be accrued and to forward their Service particular to this Department in the proforma with the relevant documents such as proforma for MACP, Proforma for vigilance report, service verification chart, work and conduct report, integrity certificate, APAR for the last 5 preceding years from due date of MACP. The meeting was also fixed on 05.07.23 in this regard and the prescribed proforma for MACP was given to the concerned HOOs/DDOs. About one month has passed but any response for forwarding of relevant documents of eligible officers/officials has not been received till date in this regard.

It is once again requested to forward the service particulars of eligible officers/officials in prescribed proforma with the relevant documents within 3 days for granting the benefits of MACP otherwise due to non furnishing of documents in time the responsibility will be lying on the concerned HOOs/DDOs.

This may be treated as Most Urgent.

Encl: As above.

Yours faithfully,


Section Officer(Admn.)

F.NO. 44(38)/2023/DSW/Admn/Misc./Estt./ 6215-6274

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✓ Copy to Sr. System Analyst, 7th floor, MSO Building, ITO, New Delhi. to upload on the website of the Department.


12/7/23

A.P.

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12/7/23


Section Officer(Admn.)

Regarding granting of MACP to Officers/Officials of Department of Social Welfare till 31.12.2023													
S.NO.	Name and Designation	Existing pay scale + GP	Date of intial joining in Govt. Service	Date of 1st Promotion if any	Date of 1Ind Promotion if any	Date of Grant of ACP/ MACP earlier	Due MACP/year of completing 10/20/30 years of Regular Service and date for financial benefits with pay band + GP under MACP 2008	Concerned DDO/HOO	Proforma for ACP/MACP	Vigilance Status of the officer/ official	Work Conduct Report and integrity Certificate of the officer/ official	APAR of the Officer/ official for the 5 years due date of MACP	Remarks