

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
PLANNING DEPARTMENT - (CCU)
6TH LEVEL, 'B'-WING, DELHI SECRETARIAT
I.P. ESTATE, NEW DELHI-110002

F.No. 9(11)/2013/CC/Plg/PF 644-667

Dated: 13/11/2025

To,

The concerned Head of Departments
Govt. of N.C.T. of Delhi
(As per list attached)

Subject: Updation of Educational Qualifications of Planning and Statistical Cadre Officers-reg

Madam / Sir,

The Planning and Statistical Cadre Officers are working in various departments, hospitals, and directorates of the GNCTD. This is to inform you that the Cadre Controlling Unit (CCU), Planning Department, GNCTD, will be initiating the regular promotion process for the Vacancy Year 2025 and 2026 during the current calendar year. As per the Recruitment Rules, possession of a postgraduate degree is an essential qualification for promotion to the post of Assistant Director. However, it has been observed that several officers currently lack this requisite qualification.

2. In accordance with the "Model Calendar for Conducting Departmental Promotion Committees (DPCs)", the last date for sending a complete proposal, along with relevant Recruitment/Service Rules, to the UPSC is 15th April of the year preceding the vacancy year. To align with the DPC timeline, it is crucial to update and maintain accurate records of the educational qualifications of all officers.

Process for Updation of Educational Qualification:

i. **Action by Administrative Department:**

- a) The Administrative Department of the concerned officers is requested to verify and update the educational qualifications of officers in their respective Service Books. Duly verified and certified, it must clearly state that the additional educational qualification has been updated in the Service Records/Books.

ii. **Submission to Cadre Controlling Unit:**

- a) The Administrative Department shall forward the copy of first page of updated and certified Service Book to the Cadre Controlling Unit, Planning Department, GNCTD, for necessary updation in the seniority list and other related records.

iii. **Responsibility for Compliance:**

Please note that the onus lies entirely with the Administrative Department to ensure:

- a) Timely verification and updation of educational qualifications in the Service Books of the officers.
- b) Submission of the copy of first page of updated and certified Service Book to the CCU.
- c) Additionally, any request made directly by officers, without routing through the proper channel/Administrative Department, will not be entertained.

3. Timely compliance with this process will facilitate the smooth conduct of DPCs and adherence to the stipulated timelines.

4. Officials who have acquired the necessary qualifications as per the Recruitment Rules by December 2024, or are expected to complete them by December 2025, are requested to intimate the same at planning.ccu.delhi@gmail.com to facilitate the necessary formalities with the Administrative Department.

In light of the above, it is requested to kindly expedite the submission of the required details, along with supportive documents, to ensure the timely promotion for the aforementioned vacancy years.

Yours Faithfully,

Deepak Kumar
(Deepak Kumar)
Joint Director (Cadre)

F.No. 9(11)/2013/CC/Plg/PF

Dated:

Copy for information and necessary action to: -

1. All the Addl. Chief Secretaries / Pr. Secretaries / Secretaries / Head of Departments, Govt. of N.C.T. of Delhi, Delhi.
- ✓ 2. The Assistant Director, Monitoring Unit, Planning Department, 6th Floor, Delhi Secretariat With the request to upload at website
3. Officers concerned through their HOD concerned
4. Guard File

Deepak Kumar
(Deepak Kumar)
Joint Director (Cadre)

List of Statistical Officers Lacking essential qualification as per RR for promotion to AD

S.N.	Name (Shri/Smt./Ms.)	D.O.B.	Department
1	M.W. Deshkar	25.11.1967	Directorate of Higher Education
2	Deepa Kohli	14.01.1971	NHMC
3	Lily Grace Kujur	01.12.1970	DHS
4	Ajai Kumar Mathur	20.10.1969	Education
5	Shyam Malhotra	21.06.1967	Urban Development
6	Sanjeev Kumar Sharma	17.07.1969	Pt. Madan Mohan Malviya Nagar Hospital
7	Sandeep Kumar	03.02.1973	Planning Department
8	Madan Mohan	22.06.1969	Urban Development
9	Shashi Bala	02.06.1976	DHS
10	Vikas Yadav	13.11.1971	GGSG Hospital
11	Ram Pal Yadav	16.05.1975	Indira Gandhi Hospital
12	Vikas Bhatia	25.10.1973	NHMC
13	Purnima	25.04.1973	DHS
14	Anil Jain	04.01.1973	Trade & Taxes
15	Manoj Kumar Gupta	01.07.1973	Burari Hospital
16	Pradeep Kumar	23.09.1972	Satyawadi Raja Harish Chander Hospital
17	Rajeev Kumar	14.06.1972	DES
18	Ravi Madan	08.10.1972	DC Office, New Delhi
19	Rekha Harjai	09.05.1971	Information Technology Department
20	Rekha Attri	14.03.1973	GGSG Hospital
21	Lalit Kumar Soni	29.03.1971	Dr. Hedgewar Arogya Sansthan
22	Ambika Mehto	08.04.1971	Central Jail Hospital
23	R Babu	13.09.1971	Deep Chand Bandhu Hospital
24	Benit Kumar	30.03.1976	Transport
25	Raj Kumar	07.08.1978	DDU Hospital

	Department	Address
	Urban Development	The Additional Chief Secretary, Urban Development Department, 9th & 10th Level, Delhi Secretariat, I. P. Estate, New Delhi-110002
3	Transport	The Principal Secretary-cum-Commissioner, Transport Department, 5/9, Under Hill Road, Delhi 110054
3	IT	The Secretary (IT), Department of Information Technology, 9th Level 'B'-Wing, Delhi Secretariat, I. P. Estate, New Delhi-110002
4	Trade & Taxes	The Commissioner, Department of Trade & Taxes, Vyapar Bhawan, I. P. Estate, New Delhi-110002
5	DC Office (New Delhi)	The District Magistrate, Office of the District Magistrate, New Delhi District, Jam Nagar House, Delhi-110011
6	Burari hospital	The Medical Director, Burari Hospital, GNCTD, Kaushik Enclave, Delhi 110084
7	Cental Jail Hospital	The Director General of Prisons, Central Jail Hospital, Hari Nagar, New Delhi-110064
8	DDU	The Medical Superintendent, Deen Dayal Upadhyay Hospital, Hari Nagar, Delhi-110064
9	Deep Chand Bandhu Hospital	The Medical Superintendent, Deep Chand Bandhu Hospital, Kokiwala Bagh, Ashok Vihar, Phase-IV, New Delhi-110052
10	DES	The Joint Director, Directorate of Economics and Statistics, 3rd Floor, B-wing, Vikas Bhawan-II, Uper Bela Road, Civil Lines, Delhi-110054
11	DHE	The Director, Directorate of Higher Education, Muni Maya Ram Marg, Pitampura, Delhi-110034
12	DHS	The Director, Directorate General of Health Services, F-17, Karkardooma, Delhi-110032
13	Education (HQ)	The Director, Directorate of Education, Old Secretariat, Delhi-110054
14	Hedgewar Hospital	The Medical Superintendent, Dr. Hedgewar Arogya Sansthan, East Arjun Nagar, Karkardooma, Shahdara, Delhi, 110032
15	Indra Gandhi Hospital	The Medical Director, Indira Gandhi Hospital (Phase-I), Dwarka Sector 9, Dwarka, New Delhi, Delhi 110077
16	NHMC	The Medical Superintendent, Nehru Homoeopathic Medical College & Hospital, 'B'-Block, Defence Colony, New Delhi-110024
17	Planning	The Joint Director (Admn.), Planning Department, 4th & 6th Level, 'B'-Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002
18	Pt. madan mohan malviya	The Medical Superintendent, Pt. Madan Mohan Malaviya Hospital, Malviya Nagar, New Delhi-110017
19	Guru Gobind Singh Government Hospital, Raghubir Nagar	The Medical Superintendent, Guru Gobind Singh Government Hospital, Raghubir Nagar, New Delhi-110027
20	Satyawadi Raja Harish Chandra	The Medical Superintendent, Satyawadi Raja Harish Chander Hospital, Plot no. 30, Sector-A7, Narela, Delhi-110040