

Government of NCT of Delhi
Planning Department
(Cadre Controlling Unit)
4th & 6th Level, 'B-Wing', Delhi Secretariat,
I. P. Estate, New Delhi-110002
Email: planning.ccu.delhi@gmail.com

F. 9(10)/2025/CC/Plg/ 6027-6034

Dated:- 09/06/2025

ORDER NO.15/2025

On the recommendation of the Union Public Service Commission (UPSC) vide letter 18.10.2024 for appointment to the post of Statistical Officer (Planning/Statistics) in Planning & Statistical Cadre and after the approval of the Competent Authority, Planning Department, GNCTD, being the Cadre Controlling Authority is pleased to appoint and place Ms. Nishun Gupta, Statistical Officer on her initial posting in the department indicated at Column No. 4 against her name for pay purpose with effect from date mentioned at Column No. 5 and physically w.e.f. 10.06.2025: -

Sl. No.	Name of the Statistical Officer & (DOB)	Present posting	Posted Department	Date of posting for pay purpose
(1)	(2)	(3)	(4)	(5)
1	Ms. Nishun Gupta (02.08.1987)	New Appointment, Under-posting in CCU, Planning Department posted on 16.05.2025	Labour	16.05.2025 (F/N)

2. It is to inform that some of the codal formalities relating to Appointment of aforementioned Statistical Officer (Planning/Statistics) have been completed and some such as Police Verification Report, verification of caste certificate, educational qualification certificate etc. from Issuing Authority remain pending. Therefore, following information and instructions/guidelines are shared for record and to be followed scrupulously for necessary action to be completed/observed by the line department, after joining of the officer in the department: -

- (i) Planning Department has followed a cautious approach in verifying information provided by the officer in her application form, before making provisional appointment of the officer. After receiving of dossier from UPSC, the information and documents of the candidate w.r.t. her date of birth, educational qualifications, caste certificate, experience certificate etc., as furnished in the application form and dossier have been verified with the original documents by the Cadre Controlling Unit, Planning Department. However, the User Department is also

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requested to verify and satisfy itself about the admissibility of reservation benefit and claim in respect of age relaxation, authenticity of documents including educational qualification/Caste Certificate/Creamy Layer status of OBC, EWS etc. and Character & Antecedent report.

- (ii) The dossier of the above Statistical Officer (Planning/Statistics) is being forwarded along with the posting Order to the user department.
- (iii) The post of Statistical Officer (Planning/Statistics) is in the General Central Services, (Group 'B') (Gazetted) in the Level-7 of Pay Matrix (7th CPC) i.e. Rs. 44,900/- in Pay Scale of Rs. 44,900-1,42,400/- plus usual allowance as admissible from time to time under the rules. The pay of the newly appointed Statistical Officer may be fixed/ regulated upon their appointment in the grade of Statistical Officer (Planning/Statistics) as per rules.
- (iv) Maintenance of Service Records such as Service Book, opening of NPS A/C, Pay fixation/regulation as per rules and release of first salary of the newly appointed Statistical Officer (Planning/Statistics) and any other modalities in connection with appointment is to be completed by the user department.
- (v) The officer has been medically examined and declared "Fit" for this post by the Medical Board at Indira Gandhi Hospital, Govt. of NCT of Delhi, Dwarka Sector-9, New Delhi -110077. Original Medical Report of the officer is placed in her application dossier.
- (vi) Provisional Offer of Appointment letter & Appointment Order have been issued to her and duly accepted by her (A copy of the letters and her acceptance thereof is placed in the dossier). Her appointment to the post of Statistical Officer (Planning/Statistics) is provisional and is strictly covered by the terms and conditions mentioned in the Provisional Offer letters & Appointment Orders issued to her.
- (vii) No special enquiry into the Character & Antecedent has been made in the case of the Officer. The user department is requested to obtain Character & Antecedent Verification Report by the Police Authorities of the State/UT concerned in conformity with DOPT guidelines and instructions of Govt. issued from time to time.
- (viii) Similarly, the user department is requested to check veracity of Educational Certificates and Experience Certificates etc. of the officer by the Issuing/Competent Authority in accordance with the instructions of Govt. issued from time to time.

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- (ix) The provisional appointment of the officer is liable to be cancelled by the User Department, in case the officer is found not to be fulfilling the eligibility conditions or due to any other genuine reason.
- (x) A copy of the "Taken on Strength" may be sent to the Planning Department, GNCTD.
- (xi) In case of non-compliance of any of the above instructions, the entire responsibility shall be of the administrative department, and not the Planning Department.
- (xii) Kindly acknowledge receipt of the same.
3. This issues with the approval of Additional Chief Secretary (Plg).

Deepak Kumar
(DEEPAK KUMAR)
JOINT DIRECTOR (CADRE)

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Dated:-

Copy for information and necessary action to:-

1. The Secretary cum Commissioner, Office of the Labour Commissioner, Government of N.C.T. of Delhi, 5, Sham Nath Marg, Delhi- 110054.
- ✓ 2. The Assistant Director, Monitoring Unit, Planning Department, GNCTD with the request to upload the Order on the website of Planning Department, GNCTD.
3. Officer concerned.
4. The Controller of Accounts, Principal Accounts Office, GNCTD, Vikas Bhawan, IP Estate, New Delhi.
5. Office order file/Guard file/Personal files

Copy for information to:-

1. SO to Chief Secretary, Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
2. PPS to Additional Chief Secretary, Planning Department, 4th & 6th Level, 'B' -Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002.
3. PS to Secretary, Planning Department, 4th & 6th Level, 'B' -Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002

Deepak Kumar
(DEEPAK KUMAR)
JOINT DIRECTOR (CADRE)

9/6/25
Pl. upload
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