

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
**Ansari Nagar, New Delhi-110029.**

No.2-15/20015-Estt. (RCT)

Dated the: 12 MAY 2018

**OFFICE ORDER**

**Subject:- Promotion to the post of Principal Private Secretary in Pay Band-3 of Rs.15600-39100 plus grade pay of Rs.6600 (revised to Level-11 in the Pay Matrix as per 7<sup>th</sup> CPC ) at the AIIMS, New Delhi.**

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In pursuance of the order of Hon'ble CAT order dated 07.02.2017 in OA. No. 3573/2015, orders of Hon'ble High Court of Delhi in WP No. (C) 4168/2017 dated 16.05.2017 and consequent upon the recommendations of the Review Departmental Promotion Committee/Departmental Promotion Committee held on 11-05-2018, the following Private Secretaries are promoted to the post of Principal Private Secretary in Pay Band-3 of Rs.15600-39100 plus Grade Pay of Rs.6600 (revised to Level 11 in Pay Matrix as per 7<sup>th</sup> CPC) from the date mentioned against each:-

S.No.	Name of Officer	Department	Date of Promotion	Remarks
1)	Mrs. Nisha Dwivedi	Computer Facility	16.09.2015	Superannuated on 31.05.2016
2)	Sh. Ravi Kant Sharma	M.S. Office	16.09.2015	Superannuated on 30.09.2015
3)	Ms. Manju	Paediatrics	01.10.2015	
4)	Sh. Raju Tandon	Director Office	01.06.2016	
5)	Sh. Ashwani Kumar Sharma	Physiology	01.03.2017	
6)	Ms. Santosh Kumari	CAO Office	01.02.2018	

They will be entitled to such other allowances as are admissible from time to time to the Institute Employees of their status stationed at Delhi /New Delhi / in the Rural Centre presently located at Ballabgarh (Haryana), NDDTC, Ghaziabad and Outreach OPD, Jhajjar, Haryana and at any other centre opened by the Institute in future.

They will be on probation for a period of two years from the date of their promotion, as the case may be inclusive of the period already completed in the post of Principal Private Secretary earlier. During the period of probation, they will be required to put in satisfactory service failing which their services will be liable to be reverted at any time without any notice or without assigning any reason for the same.

They are advised to exercise their option for fixation of their pay under FR-22(I) from the date of their promotion to the post or from the date of drawal of their next increment in the lower post within one month from the date of issue of this Office Order provided they have not been granted Pay Band-3 of Rs.15600-39100 plus Grade Pay of Rs.6600( as per 6<sup>th</sup> CPC )/Level-11 in the Pay Matrix ( as per 7<sup>th</sup> CPC) under ACP Scheme/MACP, if otherwise permissible under the rules.

Other terms and conditions of their services will be the same as are applicable to other employees of the Institute.

  
**[Pallav Kumar Chittej]**  
**ADMINISTRATIVE OFFICER**

1. **Mrs. Nisha Dwivedi**  
64-A, Deep Enclave, Pkt-D, Ashok Vihar, Phase-III, Delhi-110052
2. **Mr. Ravi Kant Sharma**  
J-92, Reserve Bank Enclave, Paschim Vihar, New Delhi
3. **Remaining Concerned persons**  
(Through, Director/ HOD Paediatrics/Physiology/CAO)

**Copy to:**

1. The Medical Superintendent (H)
2. The HOD Paediatrics/ Physiology
3. The Prof. In-Charge, Computer Facility
4. The Chief Administrative Officer
5. The Administrative Officer (D.O.)
6. PPS/PS to Director/DDA/SR.FA
7. The Establishment Section II (two copies for P/F)
8. The Accounts Section II & III
9. The Pension Cell
10. The SC/ST Cell / ACRs Cell
11. The Sr. Administrative Officer, Legal Cell
12. The Vigilance Cell/ The Guard File
13. The Prof. In-charge Computer Facility – With the request to upload the same on the Institute Website.

*Sh. Sanjeev Kumar for N/A please.*

  
15/05/18