

**Municipal Corporation Of Delhi**  
Central Establishment Department  
22<sup>nd</sup> floor, Dr. S.P. Mukherjee Civic Centre  
J.L. Nehru Marg, New Delhi-110002



No. AO(Estt.)/SO-III/ASO/DA(AS)/CED/MCD/2026/ 2490

Dated: 27/08/2026

**OFFICE ORDER**

Consequent upon recommendations of the duly constituted Departmental Promotion Committee in its meeting held on 24.07.2026 and with the approval of the Competent Authority dated 24.08.2026, the following Regular Junior Secretariat Assistant/Senior Secretariat Assistant (Adhoc) (including fresh and left out cases) of Municipal Corporation of Delhi are hereby promoted to the post of Senior Secretariat Assistant on regular basis in Level - 4 (Rs. 25500 - 81100) of the pay matrix as mentioned against their names:

| S.No | Name of the Officials      | Father's/Husband's Name | D.O.B      | Cat.   | Promoted as Senior Secretariat Assistant (Regular)                                                                                                                   |
|------|----------------------------|-------------------------|------------|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | Sh. Naresh Kumar           | Sh. Rizak Ram           | 07.02.1967 | Gen    | w.e.f. 29.08.2023, notionally under FR-17 (i.e. order date of next DPC dated 21.07.2023, after completion of penalty) and actually from the date of joining          |
| 2    | Sh. Prabhat Kumar Kandulna | Sh. Jolen Kandulna      | 26.03.1975 | ST     | w.e.f. 14.03.2016, notionally under FR-17 (i.e. the date of his junior) and actually from the date of joining                                                        |
| 3    | Sh. Amit Kumar             | Sh. Chander Bhan        | 08.08.1971 | Gen/PH | w.e.f. 19.12.2019, notionally under FR-17 (i.e. the date of promotion orders of SSA (after clearance of his probation period)) and actually from the date of joining |
| 4    | Sh. Kuldeep Singh          | Sh. Dharam Pal          | 03.06.1982 | Gen    | with immediate effect                                                                                                                                                |
| 5    | Smt. Anita                 | D/o Sh. Puran Chand     | 13.12.1983 | SC     | with immediate effect                                                                                                                                                |
| 6    | Sh. Gajendra Singh         | Sh. Rajendra Singh      | 10.10.1982 | Gen    | w.e.f. 19.12.2019, notionally under FR-17 (i.e. the date of his junior) and actually from the date of joining                                                        |
| 7    | Sh. Praveen Kumar          | Sh. Chand Ram           | 04.05.1989 | OBC    | with immediate effect                                                                                                                                                |
| 8    | Sh. Indrajeet Kumar        | Sh. Shatrudhan Sharma   | 02.02.1988 | UR     | with immediate effect                                                                                                                                                |
| 9    | Sh. Rakesh Kumar           | Sh. Sheo Jee Prasad     | 15.01.1986 | Gen    | w.e.f. 19.12.2019, notionally under FR-17 (i.e. the date of promotion of his junior) and actually from the date of joining                                           |
| 10   | Sh. Umesh Singh Yadav      | Shri Rajbir Singh Yadav | 06.06.1986 | OBC    | with immediate effect                                                                                                                                                |
| 11   | Smt. Indu                  | D/o Shri Dipanshu Verma | 30.07.1986 | Gen    | with immediate effect                                                                                                                                                |
| 12   | Smt. Sonee Dass            | D/o Sh. Gorakh Nath     | 07.03.1982 | SC/PH  | with immediate effect                                                                                                                                                |
| 13   | Smt. Preeti Joshi          | W/o Sh. Amit Joshi      | 30.05.1981 | Gen    | with immediate effect                                                                                                                                                |
| 14   | Smt. Kavita Vashisht       | W/o Sh. Anuj Vashisht   | 22.12.1977 | Gen    | with immediate effect                                                                                                                                                |
| 15   | Smt. Aarti Mehra           | W/o Sh. Rakesh Mehra    | 13.12.1988 | Gen    | with immediate effect                                                                                                                                                |
| 16   | Sh. Anish Khatri           | Sh. Rattan Singh        | 12.09.1996 | Gen    | with immediate effect                                                                                                                                                |

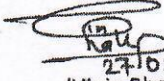
*[Handwritten Signature]*  
27/08/2026

2. In case any discrepancies noticed at later stage in this regard, the same shall be rectified/settled as per applicable rules. Any consequential action arising therefrom including revision/modification of promotion, wherever required, shall be taken accordingly. If found necessary, the junior most shall be reverted.

3. The aforesaid promotion is subject to outcome of Court Case, if any, pending in the Court of Law.

4. All the aforesaid officials are hereby directed to report to Director (Personnel), MCD for further duties/posting and continue to work at their present place of posting till further orders.

5. This issues with approval of the Competent Authority.

  
27/08/2025  
(Vipin Bhat)  
Administrative Officer (Estt.)-III

**Copy to:-**

1. Officials concerned
2. All HoDs/DCA concerned
3. Director (IT) to upload the same on MCD Website.
4. In-Charge CR/PR Cell.

**Copy for kind information:-**

1. PS to Commissioner, MCD
2. PS to All Addl. Commissioners, MCD
3. PS to Director (Personnel)
4. Asstt. Commissioner (Estt.)
5. Office Copy/Guard File

  
Subodh