



**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/SO-IV/CED/MCD/GF-55/2023/D- 1108**

**Dated 07.06.2023**

**OFFICE ORDER**

The adhoc service/appointment of Sh. Rajesh Jain S/o Shri Jinendra Kumar Jain (Bio-metric ID No. 10048069), Receptionist was earlier regularized with effect from 18.09.1989 (i.e. the initial date of appointment) in the pay scale of Rs. 950-1500 (prevailing at that time under 4<sup>th</sup> CPC) plus usual allowance, vide office order No. AC/CED/EDMC/2018/1299 dated 02.01.2018 **is hereby withdrawn.**

Further, services of Sh. Rajesh Jain, Receptionist is hereby regularized **with effect from 14.07.2010**, after the notification of the Recruitment Rules for the post of Receptionist vide notification No. F.19/04/2002/UD/8165 dated 14.06.2010 as regularization of services of his counterpart Smt. Shobha Saxena, Receptionist was made w.e.f 14.07.2010, vide office order No. D-44/SCO/2010 dated 24.09.2010

This issues with the approval of Competent Authority.

*P.K. Jolly*  
7-6-23  
**(P.K. Jolly)**

Administrative Officer (Estt.)

**Copy to:**

1. Sh. Rajesh Jain S/o Shri Jinebdra Kumar Jain (Bio-metric ID No. 10048069), Receptionist **through** ADC (HQ), MCD.
2. ADC (HQ), MCD.
3. DCA (F&G), MCD.
4. Administrative Officer (HQ)/Caretaker, MCD.
5. Account Officer Concerned **through** ADC (HQ), MCD.
6. Assistant Law Officer, (Estt.), MCD.
7. Admin. Officer (IT), with the request to upload the order on MCD website.
8. Guard File/Office Copy.

**Copy for kind information to:**

1. PS to Commissioner for information to Commissioner please.
2. Addl. Commissioners (Estt.), MCD.
3. Addl. Commissioners (HQ), MCD.
4. Chief Law Officer, MCD.
5. Director (Personnel), MCD.