



केन्द्रीय विद्यालय संगठन/ **Kendriya Vidyalaya Sangathan**
18 संस्थागत क्षेत्र/18 Institutional Area,
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File No: 11-E-3042(11)/1/2021-Estt-III

Date: 07.09.2021

MEMORANDUM

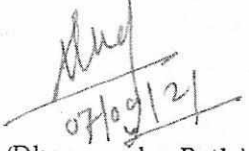
SUBJECT: Filling up the Posts of Stenographer Grade-I by promotion for the year 2020 (Main Panel).

The Competent Authority has approved promotion of the following **Stenographer Grade II** to the post of **Stenographer Grade I** in the Pay Scale of **Level 6 as per 7th CPC** and posted to KVS HQ/ROs as shown in **column 6** against their name. They must communicate their unconditional acceptance positively by **15.09.2021** and get relieved for joining the place of posting as **Stenographer Grade I** after availing of joining time as per rules. If they fail to get relieved by **22.09.2021** this offer of promotion will automatically be treated as withdrawn. No communication will be made/entertained in this regard and further they would be debarred from getting further promotion for **01** year with attendant consequence such as seniority etc. with effect from **22.09.2021** as per KVS (HQ) letter No.6-6/1999/KVS (HQ)RPS dated 04.09.2008.

Main Panel (UR Category)

S.No.	Sen. No.	Name of the employee	Date of Birth	Present RO/HQ	Allotted RO/HQ
1	2	3	4	5	6
1	1	Renu Saxena	17.07.1962	RO , Jaipur	RO Jaipur
2	2	K V Satya Vani	26.12.1963	RO, Hyderabad	RO Mumbai
3	3	Himanshu Saini	04.06.1984	RO, Gurugram	KVS (HQ)
4	4	Anjana Kukreti	02.11.1983	RO, Dehradun	KVS (HQ)

- The promotion made under SC/ST quota is subject to production of recent certificate obtained from the competent authority of State Govt. in support of his continuing to belong to SC/ST as the case may be.
- The employee will have the option to get his pay fixed from the date of promotion or from the date of increment in the lower post. The option should be exercised within a month from the date of joining on promotion.
- No extension of joining time shall be allowed except for reasons of illness/confinement of the employee duly supported by medical certificate from Chief Medical Officer / Medical Supdt. / Civil Surgeon of Govt. Hospital / Distt. Hospitals or from Chief Medical Officer of the Hospital of Public Sector Undertakings/Projects to which the school is attached/Military or Command Hospital as a case may be. The request, if any, for extension should be submitted through proper channel by **22.09.2021** to KVS (HQ) positively.
- It is also made clear that representation for either change of place of posting on promotion or for extension of time to join the post (other than covered under para4) above will not be entertained under any circumstances.


07/09/21

(Dharmendra Patle)
Assistant Commissioner (Estt.II/III)

Distribution:

1. The individual concerned to communicate his acceptance positively by **15.09.2021**. In case of acceptance of promotion, he/she is directed to get relieved on or before **22.09.2021** failing which he/she will be deemed to have relieved on **22.09.2021**.
2. The Deputy Commissioner, KVS, Regional Office for necessary action. If the official is willing to proceed on promotion, he/she must convey his/her unconditional willingness/consent to the Kendriya Vidyalaya Sangathan (HQ) through the Deputy Commissioner by **15.09.2021**. If he/she is not submitting such willingness/unconditional consent he/she will be deemed to be not interested in promotion and his/her offer of promotion shall stand automatically withdrawn without any further notice. If he/she has accepted the promotion, he/she may be relieved positively on or before **22.09.2021** enabling him/her to join at the place of posting.
3. The Deputy Commissioner KVS, of concerned Regional Office, where the employee is posted on promotion with a request to intimate the date of joining of the individual on promotion.
4. The Finance Officer, KVS, Regional Office, concerned.
5. The Section Officer, RPS, KVS (HQ).
6. The Deputy Commissioner (EDP), KVS(HQ) with a request to upload the Memorandum in the website
7. Guard File.

Hindi version follows.

Assistant Commissioner (Estt.II/III)