

SOUTH DELHI MUNICIPAL CORPORATION
CENTRAL ESTABLISHMENT DEPARTMENT
22nd FLOOR, DR. SP MUKHERJEE CIVIC CENTRE
J.L. NEHRU MARG, NEW DELHI-110002

No.AO/Incumbency/Ministerial Staff/CED/DA-II/SDMC/2017/1258 Dated 13 .09.2017

OFFICE MEMORANDUM

Subject: Representation of Municipal Employees for transfer & posting-Reg.

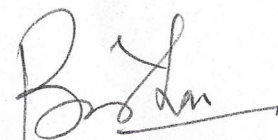
The undersigned is directed to refer to DoPT's O.M. NO.11013/08/2013-Estt.(A)-III, dated 06.06.2013(copy enclosed) on the subject mentioned above and to say that this department is receiving a large number of representation(s) from Municipal employee(s) directly addressed to Hon'ble Mayor, Commissioner and other higher dignitaries for redressal of their grievances on service matters by exhausting the channel of submission. In this connection, adequate instructions are available in the matter of submission of representation by the Govt. servant and these instructions shall have to be adhere to.

2. All municipal employees working under jurisdiction or on the strength of SDMC are hereby advised to adhere to the instructions on the subject and avoid tendency to bypass the prescribed channel for submission of representation on service matter(s) especially for transfer & posting.

3. This is for strict compliance of all concerned.

4. This issues with the approval of the Competent Authority.

Encl: As above.



(Bishan Dass)

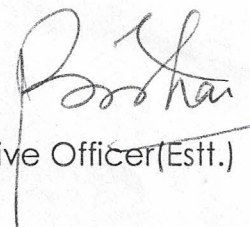
Administrative Officer(Estt.)

To

1. All Municipal Employees, SDMC.
2. All HoDs/DCs through mail with the request to circulate the above instructions into the notice of all employees working under their control.
3. Director(IT) with the request to upload the same on SDMC's website.

Copy to for information to:

1. The Commissioner, SDMC.
2. All Additional Commissioners, SDMC.
3. The Director(Pers.), SDMC.



Administrative Officer(Estt.)