

**OFFICE OF THE DIRECTORATE OF GENERAL (PRISONS)**  
**PRISONS HEAD QUARTER: NEAR LAJWANTI GARDEN CHOWK**  
**JANAK PURI: NEW DELHI-110064**

F.No.18 (30)/Estt./PHQ/MACP DS-I & II/2024/ 182-90

Dated: 17/3/26

**OFFICE ORDER**

On the recommendation of Departmental Screening Committee held on 02.01.2026 at 12.00 noon constituted for grant of Financial Up-gradation under the ACP/MACP Scheme to the Dy. Sudpt.-I & Dy. Supdt.-II in Delhi Prison Department in accordance with Govt. of India O.M. No. 35034/01/97-Estt(D) dated 09.08.99 circulated by Deputy Secretary, Finance (Budget), Govt. of NCT of Delhi Letter No. 14(2)/99-Fin(B) dated 27.08.99 and OM No. 35034/3/08/Estt-D dated 19.05.09 circulated by Deputy Secretary, Finance (Budget), Govt. of NCT of Delhi vide letter No. 11(4)/2006/fin(B)/pt.II/dsfb/1192-1297 dated 27.05.09, the Director General (Prison) is pleased to grant 2<sup>nd</sup> & 3<sup>rd</sup> Financial Up-gradation under ACP/MACP scheme to the following, as per following details:

**A. Grant of 3<sup>rd</sup> Financial up gradation under MACP scheme to the following officers who have not been granted 3<sup>rd</sup> promotion on time and have completed either 30 years of regular service or 10 years in the present pay scale, whichever is earlier.**

| Sl No. | Name of the official (Sh./Ms.) | Designation | Date of Birth | Date of Initial Appointment | Level in the Pay Matrix on the date of eligibility | Date of Eligibility of 3 <sup>rd</sup> MACP | Pay level in the Pay Matrix to be granted |
|--------|--------------------------------|-------------|---------------|-----------------------------|----------------------------------------------------|---------------------------------------------|-------------------------------------------|
| 1      | PRADEEP SHARMA                 | D.S-I       | 05.02.66      | 02.04.91                    | L-8                                                | 02.04.21                                    | L-9                                       |
| 2      | VINAY KUMAR SINGH              | D.S-I       | 01.01.68      | 26.06.92                    | L-8                                                | 26.06.22                                    | L-9                                       |
| 3      | SHIVANANAD KEMANI (RETD.)      | D.S-II      | 15.08.64      | 21.09.89                    | L-7                                                | 21.09.19                                    | L-8                                       |

**B. Grant of 2<sup>nd</sup> Financial up-gradation under MACP scheme to the following officers who have not been granted 2<sup>nd</sup> promotion on time and have completed either 20 years of regular service or 10 years in the present pay scale, whichever is earlier :**

| Sl No. | Name of the official (Sh./Ms.) | Designation | Date of Birth | Date of Initial Appointment | Level in the Pay Matrix on the date of eligibility | Date of Eligibility of 2 <sup>nd</sup> MACP | Pay level in the Pay Matrix to be granted |
|--------|--------------------------------|-------------|---------------|-----------------------------|----------------------------------------------------|---------------------------------------------|-------------------------------------------|
| 1      | KAVITA KUMARI                  | D.S-II      | 01.03.77      | 21.04.04                    | L-7                                                | 21.04.24                                    | L-8                                       |
| 2      | SUNITA                         | D.S.-II     | 03.10.79      | 16.04.04                    | L-7                                                | 16.04.24                                    | L-8                                       |
| 3      | KUMUD RANJAN                   | D.S.-II     | 18.03.76      | 29.08.03                    | L-7                                                | 29.08.23                                    | L-8                                       |
| 4      | DINESH DEVI                    | D.S.-II     | 12.07.75      | 16.04.04                    | L-7                                                | 16.04.24                                    | L-8                                       |

**C. The Departmental Screening Committee recommends that the ACP/MACP in respect of the following cases may be DEFERRED/NOT GRANTED due to the reason shown against each:**

| Sl. No. | Name (Sh./Ms.) | Designation                     | Date of Birth | Date of Initial Apptt. | Remarks                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------|----------------|---------------------------------|---------------|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | ATUL SHARMA    | D.S-II (NOW D.S-I wef 11.04.25) | 26.05.80      | 29.08.03               | As per the information made available by administration, it came into notice that the officer was granted 1 <sup>st</sup> MACP w.e.f. 29.08.13 vide officer order No. F.18(238)/Estt/ACP /CJ/2013/II/381-90 dt. 20.01.14, subject to certain conditions made therein. Reasons for proposing 1 <sup>st</sup> MACP again needs to be clarified by concerned In-charges. Before processing award for 2 <sup>nd</sup> MACP, same needs to be re-examined in the light of previous orders issued and further eligibility criteria as prescribed under MACP guidelines. |



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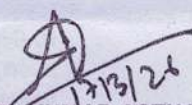
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|   |                 |         |          |          |                                                                                                                                                                                                                                                                                              |
|---|-----------------|---------|----------|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | SUBHASH CHANDER | D.S-I   | 07.01.68 | 26.06.92 | 1. The Officer is under suspension w.e.f 18.08.21 vide order dt. 13.09.21 (as on crucial date i.e date of eligibility for grant of 3 <sup>rd</sup> MACP w.e.f. 26.06.22). Hence the Officer was not granted MACP.<br>2. As the Officer is under suspension hence the IC/WC is not available. |
| 3 | MAHENDER PRASAD | D.S.-II | 03.12.72 | 08.08.97 | The Officer is place under suspension w.e.f 09.11.21 and is under Judicial Custody. Hence in the absence of IC/WC, his case is deferred                                                                                                                                                      |

The Grant of MACP is further to the subject to the condition that:

1. The Officers concerned may be allowed to exercise their options, if any, under FR22 within one month of the issuance of this order.
2. The Grant of higher pay scale is subject to the undertaking that in the event of over payment, which may be detected at a larger stage the same will be recovered from their pay.
3. The concerned HOO/Superintendents are requested to verify/check the service particulars of above said officers with regard to date of appointment etc. as mentioned above are correct and also to ensure that all the conditions prescribed above have been fulfilled and complied with. Discrepancy, if any, be brought to notice of this office and the orders in respect of such officers may not be implemented till clarification from this office.
4. The concerned Head of Office/Superintendents are requested to ensure, before issuing final orders, that the official is eligible for grant of financial Up-gradation under ACP/MACP and clear form Vigilance angle on or before the date of eligibility before the date eligibility before releasing the grant of financial Up-gradation under ACP/MACP scheme. In case of any discrepancy, the same may be intimated to the undersigned immediately.

This issued with the approval of the Chief Secretary, Delhi.

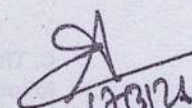
  
(ADITYA KUMAR ASTHANA)  
SUPERINTENDENT-I (PHQ)

F.No.18 (30)/Estt./PHQ/MACP DS-I & II/2024/ 182-90

Dated: 17/3/26

Copy forwarded for information and necessary action to:

1. All superintendent/RMO Central Jail, Tihar, DJR and Mandoli Jails.
2. DDO Concerned, through concerned SCJ.
3. PAO through concerned DDO.
4. System Analyst, PHQ, with the request to upload the order on the website of Prison Deptt.
5. PA to Pr. Secretary (Home), Home Department, GNCT of Delhi.
6. Officers concerned through SCJ/Branch In-charge concerned.
7. SO to DG (P)/PA to Addl. IG/PA to DIG(P) for information.
8. Guard file.

  
(ADITYA KUMAR ASTHANA)  
SUPERINTENDENT-I (PHQ)