GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7TH LEVEL, C WING, DELHI SECRETARIAT, NEW DELHI – 02

222
12/3/18

No.F.15/01/2017/AR/ 3717-29 Dated: 06/03/18

To,

1 All Pr. Secretaries/Secretaries/Head of Departments,
Govt. of NCT of Delhi,
Delhi/New Delhi.

2 District & Session Judges,
Tis Hazari/Karkardooma/Rohini/Dwarka/Saket/Patiala House Courts,
Delhi/New Delhi.

3 All M.D's/Chairman of Local/Autonomous Bodies.
Undertakings/Corporations,
Govt. of NCT of Delhi, Delhi/New Delhi.

4 The Commissioners of Municipal Corporations of Delhi,
East/North/South Districts,
Delhi/New Delhi.

5 The Commissioner of Police,
Delhi Police,
Delhi/New Delhi.

6 The Chairperson /CEO
NDMC/ DJB,
Delhi/New Delhi.

Sub: Comprehension Test on Manual of Office Procedure Test-2017, held on 09/01/2018 – Publishing of Result/Assessment Report.

Sir /Madam,

In continuation of this office letter dated 03/10/2017 and 01//11/2017, it is to inform that a Comprehension Test on Manual of Office Procedure (MOP Test) for the year 2017 was conducted by AR Department on **9th January**, 2018, at 02 centres namely RPVV, Raj Niwas Marg and SACSV, 5 Sham Nath Marg, Delhi. The test was conducted for officers and officials of various organisations/departments in NCT of Delhi, in three categories i.e. **Category 'A'** (Superintendent or equivalent & above), **Category 'B'** (Asstt./UDC & equivalent) and **Category 'C'** (LDC or Group-D & Equivalent).

In this regard it is to inform that Assessment Report/result for MOP-2017 has been declared and uploaded on the website of AR Department for information of the participants.

The monetary award will be disbursed through ECS only therefore, all the eligible officers/officials are requested to submit account details, if not provided earlier, in this department personally within 05 days of the issuance of this letter.

Yours faithfully,

06.03.18

(Naresh Kumar)
Asstt. Director (AR)
Tel.: 233927

No.F.15/01/2017/AR/ 3719-24 Dated: 06/03/18

Copy forwarded for necessary action to:-

1. All Addl. Secretaries/Addl. Commissioners/Joint Secretaries/Dy. Secretaries/Under Secretaries, Govt. of NCT of Delhi, District Judiciaries, Delhi Police, Municipal Corporation/Council and Autonomous Bodies/ Undertakings of Govt. of NCT of Delhi.
2. OSD to Lt. Governor, Raj Niwas, Delhi.
3. OSD to Chief Minister/Ministers, Delhi Govt., Delhi Secretariat.
4. PS to Speaker/Leader of Opposition, Delhi Vidhan Sabha, Old Secretariat, Delhi.