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F.No. 5152/MACPS/DGAQA/Admin-I

भारत सरकार, रक्षा मंत्रालय

Government of India, Ministry of Defence

वैमानिक गुणवत्ता महानिदेशालय

Directorate General of

Aeronautical Quality Assurance

सातवीं मंजिल, ब्लॉक "ए", डिफेन्स ऑफिस कॉम्प्लेक्स

7th Floor, Block- 'A', Defence Office Complex,

कस्तूरबा गाँधी मार्ग, नई दिल्ली- 110001

Kasturba Gandhi Marg, New Delhi- 110001

16 June 2022

To

All Field Establishments under DGAQA

IMPLEMENTATION OF MACP SCHEME

Reference is made to DoP&T OM No. 35034/3/2008/Estt/D dated 19 May 2009 and 35034/3/2015-Estt.(D) dt 22.10.2019 on the above subject.

2. Details in respect of all civilians employees of DGAQA Cadre who have completed/ would be completing 10,20 and 30 years of regular service from the date of entry as direct recruit or completed 10 years continuously in the same Grade Pay (6th CPC)/ Pay Level (7th CPC) between **Nov 2022 to Mar 2023** may be forwarded to this HQs **latest by 30.06.2022** along with service details after checking eligibility criteria in prescribed format.
3. It is requested that all proposal for grant of financial upgradation under MACP scheme must be filled in prescribed performa (Enclosure to this letter) which is also uploaded on DGAQA website. The same may be filled and send to this HQR.
4. It has been noticed that in various earlier cases, entries provided by the concerned individuals contains mistakes/ errors and sometimes details/ entries are not provided in prescribed performa. Therefore Officer in charge are requested to ensure that all entries given in the prescribed format may be verified from the service records of the individuals and countersigned by the Director / Head of the Establishment. The data of the individual (whose details are filled in Performa) who are posted at this HQR may be verified by any Gp A officer (preferably by Reporting officer) from CAO office.
5. Nil report is also requested.

Encl : Proforma as stated (02 pages)

Amarjeet Kumar
(Amarjeet Kumar)
Asstt Director/ Adm-I
for Director General, AQA

Copy to:

- All Sections at HQ DGAQA
- IT Section - For uploading on DGAQA website.

**PROFORMA FOR SENDING PROPOSAL FOR GRANT OF
FINANCIAL UPGRADATION UNDER MACP SCHEME**

1. Name of the Officer/ employee :
2. Name of the Establishment :
3. UID Number :
4. Date of Birth :
5. Present Post held :
 - a. Level (7th CPC Pay Matrix) :
 - b. From which date :
6. Name of post in direct entry grade :
 - a. Date of joining in entry grade :
 - b. Pay scale & corresponding Pay Level /Band :
 - c. Details of past continuous regular service without break in another central Govt Deptt. in a post carrying same grade pay/ Level , if any
7. Details of all subsequent placement/ regular promotion or Financial upgradation under ACP/ MACP with date (sequence wise)

Sl No.	Post	Date	Placement/ Regular Promotion/ Financial upgradation (ACP/MACP)	Pay Band & Grade Pay (6 th CPC)	Corresponding Basic Pay & Pay Level (7 th CPC)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

Contd.../-

8. Financial up-gradation admissible :

Financial Upgradation	Date	Pay Level (7 th CPC)
First MACP		
Second MACP		
Third MACP		

9. Whether individual involved in Disciplinary/Criminal case/under Suspension (details thereof) :

10. Details of debarment for promotion (Period with date) :

It is certified that the above details have been thoroughly checked from the service book of the individual.

Date :

Signature & stamp of recommending officer
Name of the recommending Officer:
Designation :
Establishment:

Countersignature by

(Signature & Stamp of Head of the Establishment)