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**STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING**  
(An Autonomous Organisation of Education Department, Govt. of NCT of Delhi)  
**VARUN MARG, DEFENCE COLONY, NEW DELHI-24**

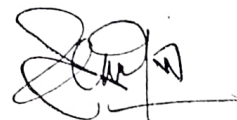
F.No.20(43)/SCERT/Admn/21/18531-51

Date: 2.9/3/22

**ORDER**

In pursuance of the decision of the Executive Committee in its meeting held on 28.02.2022, the following officers have been declared as Reporting/Reviewing Officer for writing the Annual Performance Appraisal Reports for various categories of posts in SCERT/DIETs:

Sl.No.	Category of Post	Reporting Officer	Reviewing Officer
1.	Director SCERT	Chairman SCERT	Min.of Edu/Chairman of G.C.
2.	Joint Director (Academic)/ Joint Director (Admn.)/ Secretary	Director SCERT	Chairman SCERT
3.	Professor (SCERT)/ Principal (DIETs),	Joint Director (Academic)	Director SCERT
4.	Controller of Exam, /Publication Officer SCERT	Director SCERT	Chairman SCERT
5.	Associate Professor, SCERT	Professor concerned	Jt. Director (Acad) SCERT
6.	Assistant Professor, SCERT	Associate Prof. concerned	Professor concerned/ JD (Academic)
7.	Assistant Professor (DIETs)/Vice Principal, DIETs	Principal, DIETs concerned	Joint Director (Acad) SCERT
8.	Dy. Controller of Exam SCERT	Controller of Exam SCERT	Director SCERT
9.	Asstt. Controller of Exam. SCERT	Dy. Controller of Exam SCERT	Controller of Exam, SCERT
10.	DCA, Assistant Director, AO-cum-VO SCERT	Jt. Director (Admn) SCERT	Director SCERT
11.	AAO SCERT	Dy. Controller of Accounts SCERT	Jt. Director (Admn.) SCERT/Director, SCERT
12.	AAO DIETs	Vice Principal DIET	Principal DIET
13.	Section Officer, SCERT	Concerned ADE/AO SCERT	Jt. Director (Admn.) SCERT/Director, SCERT
14.	Section Officer, DIETs	Vice Principal DIET	Principal DIET
15.	Pvt. Secretary, SCERT	Director SCERT	
16.	Documentation Officer	Publication Officer SCERT	Jt. Director (Admn) SCERT/Director, SCERT
17.	Asstt. Editor	Documentation	Publication Officer




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		Officer	SCERT
18	All post equivalent to Group 'B' & 'C' in SCERT	Concerned Branch-in -Charge	Concerned ADE/AO/DCA SCERT
19	All post equivalent to Group 'B' & 'C' in DIETs	Vice Principal DIET	Principal DIET

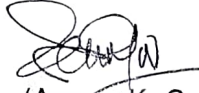
In case post of Reporting Officer is vacant, the Reporting & Reviewing shall be done by Reviewing Officer. In case post of Reviewing Officer is vacant the Review shall be done by next higher authority.

In case of the adverse entry, the appellate authority shall be the officer superior to the reviewing officer.

  
 (Aseem Kr.Goel)  
 Dy.Director/HOO

**Copy to:**

1. PS to Director/Jt.Director (Acad)
2. All Principals of DIETs
3. DCA SCERT
4. Unit Incharge, SCERT  
 (Admn/Acadmic/Accounts/Library/Estate/Caretaking/Store/ Examination  
 Cell/RTI Cell/Publication Branch/B.Ed Branch)

  
 (Aseem Kr.Goel)  
 Dy.Director/HOO