

4/6/2016-CS.I (D)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

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2<sup>nd</sup> Floor, Lok Nayak Bhavan,  
Khan Market, New Delhi-3  
Dated the 18<sup>th</sup> July, 2017.

**OFFICE MEMORANDUM**

Subject: Rotational Transfer of DS/Director of CSS – regarding

The undersigned is directed to refer to the revised Rotational Transfer Policy published in the website of this Department vide O.M.No.21/2/2009-CS.I(P) dated 16<sup>th</sup> July, 2015. In terms of the revised RTP, Deputy Secretaries/Directors who have completed five years or more in the same Ministry/Department are eligible for transfer. The officers serving in Ministries/Departments as mentioned in Annexure III of RTP have a reduced tenure by one year prescribed for the grade.

2. In terms of RTP, officers who have completed the normal prescribed tenure in both the Groups would be transferred first and then officers posted in Ministries/ Departments qualifying for one year reduced tenure would be considered for transfer. It has been also provided under RTP that equal number of officers will be transferred and posted to ensure relievers are available for the officers transferred out. This is possible only if the number of officers covered under rotational transfer in both the groups is equal to ensure provision of relievers in place of transferred officers. If there is a mismatch between the number of officers covered under rotational transfer between the Groups, only equal number of officers will be transferred on the basis of higher length of service and the remaining left out officers will be covered in the next round of rotational transfer in the subsequent year.

3. Accordingly, a list of DS/Director who have completed the prescribed tenure of 05 years as well as reduced tenure of 4 years in respect of certain Ministries/Departments as on 01.07.2017 has been prepared and enclosed herewith (**Annexure**). The list includes 35 officers.

4. The list at Annexure does not include officers who are within two years of superannuation as on 01.07.2017.

6. The officers concerned should also ensure that their data is complete in all respects in the web based cadre management system at cscms.nic.in. If the data is not complete, it should be first got updated in the system.

7. Ministries/Departments are requested to bring to the notice of this Department the name of any DS/Director against whom any vigilance/disciplinary case is pending in his respective Ministry/Department so that he may not be considered for rotational transfer to facilitate the completion of the proceedings there itself. They are also requested to bring to the notice of this Department the name of any DS/Director who has completed his/her prescribed tenure but has been left out in the proposed list of rotational transfer. There may be some Officers who are presently posted in the outstation offices of some Ministries/Departments. Their cases will be taken up separately as per the provisions of RTP.

8. Ministries/Departments and officers concerned may check the information in the Annexure and bring to the notice of this Department if there is any discrepancy in the list.

9. The requisite information may be furnished **by 31<sup>st</sup> July, 2017**. In case no communication is received by the stipulated date, the information as furnished in the list will be considered as final and further action will be taken accordingly. The officers to be considered for rotational transfer will be finalized after correction of data, if any. Once the list is finalized, options will be sought from the officers concerned before issue of rotational transfer orders. No officers will, however, be actually transferred before the current parliament session is over.



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To

1. All Ministries/Departments.
2. All Deputy Secretaries/Directors of CSS.

S. No.	CSL No.	NAME	Desn	DOB	PRESENT POSTING	Posted continuousl y since	Group
1	4726	S.B.Mandal	Dir	9-Dec-59	Cabinet Sectt.	21-Apr-10	A
2	3560	Padmaja Singh	Dir	5-Oct-64	Agriculture & Cooperation	31-May-12	A
3	4900	Dinesh Arora	DS	19-Aug-59	Agriculture & Cooperation	1-May-10	A
4	2888	K.V.S. Rao	Dir	23-Oct-61	SJE	26-Apr-12	A
5	4738-A	Lalchhandama	Dir	26-Sep-73	Defence	16-Aug-12	A (one year reduced tenure)
6	4686-A	Elangban Robert Singh	Dir	2-Feb-67	Defence	13-Aug-12	A (one year reduced tenure)
7	5217	Sushil Kumar	Ds (adhoc)	15-Jan-62	Defence	1-Apr-13	A (one year reduced tenure)
8	4773	C. Gangadharan	Dir	20-May-61	Defence	17-Aug-12	A (one year reduced tenure)
9	4677	K.V.Krishna Kumar	Dir	15-Sep-60	Defence	1-Apr-12	A (one year reduced tenure)
10	5600	L.H. Ruolngul	DS	1-Jun-60	Defence	1-Jul-13	A (one year reduced tenure)
11	4402-A	Vijay Kr. Sinha	Dir	4-May-69	DOP&T	11-Oct-11	A (one year reduced tenure)

12	5030	G. Srinivasan	DS	4-Aug-61	DOP&T	19-Nov-12	A (one year reduced tenure)
13	4549	N.Raja	Dir	13-Mar-60	DOP&T	26-May-11	A (one year reduced tenure)
14	5525	Rajender Kumar kureel	DS	29-Sep-63	Expenditure	1-Apr-13	A (one year reduced tenure)
15	4841	Amar Nath Singh	Dir	7-Aug-60	Expenditure	9-Aug-12	A (one year reduced tenure)
16	5357	Satish Kumar Chikkara	DS (Adhoc)	15-Apr-62	Home Affairs	01-Jul-13	A (one year reduced tenure)
17	5347	Amrik Singh	DS (Adhoc)	10-Apr-62	Home Affairs	19-Apr-13	A (one year reduced tenure)
18	5103	Neeta Gupta	DS (adhoc)	29-Aug-60	Home Affairs	22-Nov-12	A (one year reduced tenure)
19	5349	Anil Kumar Joshi	DS (Adhoc)	18-May-62	Legal Affairs	21-May-13	A (one year reduced tenure)
20	4682	Sujasha Chaudhury	Dir	23-Sep-59	Pension	1-Aug-12	A (one year reduced tenure)

21	5568	Vijay Kumar	DS	15-Jan-60	Home Affairs	1-Jul-13	A (one year reduced tenure)
22	5531	Chandra Kant Reejonia	DS	12-Aug-60	Home Affairs	23-Mar-13	A (one year reduced tenure)
23	4994	S.K. Chitkara	DS	1-Jan-60	Legislative	19-Nov-12	A (one year reduced tenure)
24	5006	Brij Mohan Sharma	DS	10-Nov-59	Legislative	16-Nov-12	A (one year reduced tenure)
25	5314	Bhupinder Singh	DS	5-Apr-61	NDMA	25-Feb-13	A (one year reduced tenure)
26	4781	G.B. Upadhyay	Dir	1-Aug-59	Commerce	1-Apr-11	B
27	5687	B D Barua	DS (Adhoc)	21-Dec-60	Economic Affairs	13-Dec-10	B
28	5435	Naeem Ahmed Siddiqui	DS (adhoc)	02-Dec-60	Environment & Forests	15-Oct-10	B
29	3585	Preeti Pant	Dir	15-Dec-65	Health & FW	1-Jul-11	B
30	5397	Debananda Sahoo	DS(adhoc)	05-May-60	Health & FW	20-Dec-11	B
31	5929	Juglal Singh	DS(Adhoc)	05-Jul-63	Higher Education	6-Oct-10	B
32	3412	Dr. Meenakshi Jolly	Dir	24-Sep-67	Higher Education	4-Jul-11	B
33	4530.A	P.T.Bhutia	Dir	1-Apr-68	Power	31-Jul-10	B
34	3950-A	Thanglemlian	Dir	21-Feb-70	Skill Development Youth Affairs	16-Apr-10	B
35	5566	Raj Bala Singh(Smt.)	DS (adhoc)	25-Sep-59	Supply	1-May-11	B