

No. 3/6/2004-CS-II
Government of India
Ministry of Personnel Public Grievances & Pensions
Department of Personnel & Training

3rd Floor, Lok Nayak Bhavan,
New Delhi - 110 003.
Dated 15th January, 2008.

Office Memorandum

Subject: Promotion of LDC as UDC of Central Secretariat Clerical Service (CSCS) on ad-hoc basis- regarding.

The undersigned is directed to say that this Department has been receiving references from various Ministries/Departments as to whether the eligible LDCs can be promoted as UDCs on ad-hoc basis to fill up the vacancies in the grade of UDC as a stop-gap arrangement.

2. In this connection attention is invited to this Department's O.M. of even number dated 1.3.2005, wherein all the cadres were requested to make ad-hoc appointments in the grade of UDCs to fill up the vacancies for a period of six months as per extant instructions till the regular incumbents become available through prescribed mode of recruitment subject to the following conditions:

- (i) Ad-hoc promotions will be purely temporary as a stop-gap arrangement and shall not confer any right to continue in the grade indefinitely or for inclusion in the Select List for regular appointment or to claim seniority in the UDC's Grade.
- (ii) Ad-hoc arrangement may continue till regular candidates in UDC's grade become available either through seniority quota and/or Limited Departmental Competitive Examination (LDCE).
- (iii) The effective date of ad-hoc promotion in respect of those found fit and clear from vigilance angle will be the date from which the concerned officials join duty in their respective cadres.

3. All cadre authorities may consider filling up regular vacancies in UD Grade of CSCS on ad-hoc basis as per extant instructions till regular incumbents through prescribed mode of recruitment become available or till further orders, whichever is earlier.


(G.S. Pundir)

Under Secretary to the Govt of India
Tel # 24623157

All cadres participating in CSCS.