No. 5/9/2008-CS.I (U) Government of India Ministry of Personnel, Public Grievances & Pensions Department of Personnel & Training

Lok Nayak Bhavan, New Delhi Dated the 13th August, 2008

OFFICE MEMORANDUM

<u>Subject</u>: Promotion of Section Officers of Select List of 1996 to the Grade of Under Secretary on ad-hoc basis-Completion of CR dossiers and furnishing of Vigilance Clearance.

The undersigned is directed to state that Section Officers of CSS of Select List 1996, are likely to be considered for promotion to the grade of Under Secretary on ad-hoc basis. Their cases will be taken up for screening very shortly. It is noted that CR dossiers of most of the officers are not available in this office and those which are available, are incomplete. It is necessary that CR dossiers of all the officers are completed and furnished to this Department urgently. The Vigilance Clearance of these officers are also required to be furnished to this Department.

2. All Ministries/Departments are requested to furnish the CR dossiers and missing ACRs of Section Officers of 1996 Select List alongwith vigilance clearance as early as possible and any case **latest by 29th August, 2008.** It will be the responsibility of the concerned Ministry/Department if an officer is left out from consideration due to non availability of CR dossiers/ACRs.

(Shaukat Ali) Under Secretary to the Govt. of India

All Ministries/Departments

Copy to the Director, NIC, DOP&T, Lok Nayak Bhavan, New Delhi to put in the website of CS Division under caption "Zone of promotion of CSS officers".

Under Secretary to the Govt. of India