

No.5/4/2011-CS.II(C)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

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3<sup>rd</sup> Floor, Lok Nayak Bhavan,  
Khan Market, New Delhi-100 003

Date : 6<sup>th</sup> September, 2013

**OFFICE MEMORANDUM**

Subject: Stenographer Grade 'C'(PA) Limited Departmental Competitive Examination, 2011- allocation of candidates – regarding.

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The undersigned is directed to say that the final result of the Limited Departmental Competitive Examination 2011 in the grade of PA of CSSS has been declared by Staff Selection Commission on 6.9.2013 and is available on the website. As per Rotational Transfer Policy for CSSS Personnel, an official at any level, on promotion, shall be posted out of the Ministry/Department if he/she has served in the same Ministry/Department in any capacity for a period exceeding the prescribed tenure as laid down in this Department O.M. No. 13/1/2009-CS-II dated 15.7.2011.

2. All the Cadre Units are, therefore, requested to obtain personal information from the candidates who have qualified the Limited Departmental Competitive Examination 2011 in the grade of PA of CSSS in the enclosed proforma and forward the same to this Department positively by **11.9.2013** directly to CS-II Division by FAX/by hand to enable this Department to make nomination of successful candidates to various Ministries/Departments. In case the requisite information is not received by the stipulated date, it would be presumed that the candidate concerned has no option to furnish and this Department will make nomination as per availability of vacancies.



(Kameshwar Mishra)

Under Secretary to the Govt. of India  
Telefax: 24623157

To

All Ministries/Departments of CSSS.

**PROFORMA**

**PERSONAL INFORMATION FOR OPTIONS FOR POSTING TO BE FILLED BY THE  
CANDIDATES QUALIFIED IN THE STENO GRADE 'C'(PA) LIMITED  
DEPARTMENTAL COMPETITIVE EXAMINATION, 2011**

**CSL No.  
SL Year:**

1.	Name	
2.	Designation	
3.	Present Cadre Unit with office address	
4.	Date of Birth	
5.	Name/Designation/Contact No. of the officer with whom posted at present	
6.	Educational Qualification	
7.	Contact No./Mobile No.	
8.	Residential Address	

9. Previous posting(s)

Grade	Cadre Unit	Period		No. of years
		From	to	
Steno 'D'				
Ad-hoc PA				

10. Preferences for posting without repetition (with reasons thereon)

S.No.	Cadre Unit	Reasons(s)
(i)		
(ii)		
(iii)		

Signature :  
Name of official:

Signature of US(Admn.)/Estt.....