

No.5/26/2010-CS.II  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

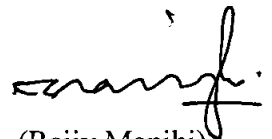
3<sup>rd</sup> Floor, Lok Nayak Bhavan, New Delhi  
Dated the 6<sup>th</sup> January, 2012.

**Office Memorandum**

Subject: ACR dossiers of Private Secretaries of CSSS for the Select List Year 2005 – reg..

The undersigned is directed to say that the complete ACR dossiers in respect of Private Secretaries of CSSS for the Select List Year 2005 are required in connection with submission of proposal to UPSC for preparing panel for promotion to the post of PPS 2011.

2. Cadre Units are, therefore, requested to examine and complete the ACRs of the CSSS officers of SL Year 2005 in terms of the procedure laid down in this Department's OM No.21011/1/2010-Estt.A dated 13.4.2010 with regard to below benchmark ACRs and forward the complete ACR dossiers of all PS for the Select List year 2005 to this Department immediately. Cadre Units are further requested to send these ACRs only through the concerned dealing hand so that the same can be verified for any inaccuracy. Further, in accordance with this Department's OM No.21011/1/2005-Estt(A) (Pt.II) dated 14.05.2009, it may be certified that the ACRs/APAR for the year 2008-2009 onwards have been shown to the individual concerned and the officer has nothing to represent against the final grading given to him/her by the Reporting Officer.



(Rajiv Manjhi)

Deputy Secretary to the Govt of India  
Tele No. 24622365

All Director/Deputy Secretary (Admn.) of the concerned CSSS Cadre Units.