

F.No.7/10/2015-CS.I(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

2nd Floor Lok Nayak Bhawan,
Khan Market, New Delhi – 110003
Dated: 29th February, 2016

Office Memorandum

Subject: Posting of direct recruit Assistant Section Officers undergoing Foundational Training organized by ISTM – options regarding.

The undersigned is directed to say that 363 direct recruit Assistant Section Officers, selected on the basis of CGLE, 2013 and 2014, are presently undergoing Foundational Training organized by Institute of Secretariat Training and Management. On conclusion of their training these officers will be posted to various participating Ministries/Department of Central Secretariat Services. The vacancies to be filled up in each Ministry/Department is indicated in the statement at **Annexure-I**.

2. The Assistant Section Officers will be posted in the order of their rank in CGLE, 2013 and 2014 and preferences exercised by them. However, the persons with disabilities will be given precedence over others. ISTM, is therefore, requested to obtain the options from the officers in the format given in **Annexure-II**. ISTM is also requested to compile the data in **MS Excel format** and forward the same to this Department by 12:00 P.M. of 02nd March, 2016.



(Biswajit Banerjee)

Under Secretary to the Government of India

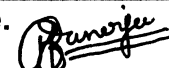
Tel:24629413

To,

1. Institute of Secretariat Training and Management (ISTM), JNU (Old Campus), New Delhi.
2. Officers of Assistant Section Officer Grade undergoing ASO (DR) –FTP.
3. All participating Ministries/ Departments of CSS

S.No.	Ministry/Department	Vacancies Proposed to be Filled up
1.	Agriculture & Cooperation	5
2.	Animal Husbandry, Dairying & Fisheries	0
3.	Civil Aviation	12
4.	Coal	13
5.	Commerce	9
6.	Consumer Affairs	2
7.	Corporate Affairs	3
8.	Culture	5
9.	Defence	16
10.	Earth Science	0
11.	Environment & Forests	10
12.	Expenditure	38
13.	Fertilizers	14
14.	Food & Public Distribution	5
15.	Health & Family Welfare	9
16.	Higher Education	14
17.	Home Affairs	31
18.	Industrial, Policy & Promotion	10
19.	Information & Broadcasting	10
20.	Labour & Employment	4
21.	Law & Justice	6
22.	Micro, small and medium Enterprise	0
23.	Mines	3
24.	Minority Affairs	2
25.	New & Renewable Energy	2
26.	Niti Aayog	0
27.	Personnel & Training	16
28.	Petroleum & Natural Gas	3
29.	Posts	10
30.	Power	1
31.	Road Transport & Highways	5
32.	Rural Development	22
33.	Science & Technology	10
34.	Shipping	8
35.	Skill Development & Entrepreneurship	3
36.	Social, Justice & Empowerment	3
37.	Steel	1
38.	Supply Division	1
39.	Telecommunications	5
40.	Textiles	1
41.	Tribal Affairs	1
42.	Union Public Service Commission	16
43.	Urban Development	12
44.	Water Resources	3
45.	Women & Child Development	14
46.	Youth Affairs & Sports	5
	Total	363

* The vacancies are tentative in nature and subject to change.



Proforma for giving options by Assistant Section Officers (DR) for posting

Name of the Officer:	
Rank & Selection Year in CGLE	
Mobile No.	
e-mail	
Educational Qualification	

Preferences for posting

Order of option	Please indicate the S.No. of Ministry/Department as given in Annexure-I
1	
2	
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Dated, the February, 2016

Signature of the officer