

No.5/8/2013-CS.I(U)  
Government of India  
Ministry of Personnel, Public Grievances & Pension  
Department of Personnel & Training

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2<sup>nd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi

Dated the 24<sup>th</sup> February, 2014

**O R D E R**

**Subject: Promotion of Section Officers of Central Secretariat Service (CSS) to Grade I (Under Secretary) of CSS on ad-hoc basis.**

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Sanction of the President is hereby accorded to the appointment of 29 Section Officers of Central Secretariat Service to Grade-I (Under Secretary) of the CSS on 'ad-hoc' basis. The promotion is purely on 'ad-hoc' basis for a period upto 31.05.2014 or till the posts are filled up on regular basis, or until further orders whichever is earlier. The allocation of officers on their promotion against existing vacancies is as shown against their names in the Annexure. The 'ad-hoc' promotion is subject to the following conditions:

- (i) The ad-hoc promotion 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 Grade I of the CSS.
- (ii) Ad-hoc appointments may be terminated at any point of time without giving any reason therefor.
- (iii) The appointment on ad-hoc basis will take effect from the date of assuming the charge of the post of Under Secretary in the Ministry/Department to which the officer has been allocated.
- (iv) The service rendered on ad-hoc basis in the Under Secretary grade would not count for the purpose of seniority in that grade or for promotion to the next higher grade.
- (v) The appointment is subject to vigilance clearance in terms of DoPT's OM No. 22034/4/2012-Estt.(D) dated 2.11.2012 and other relevant instructions on the subject. The Ministry/Department where the officer is working should relieve him/her or promote him/her only after verifying that no disciplinary proceedings are pending or contemplated against the officer.
- (vi) The Officers, who have not undergone mandatory Level 'D' Training as enjoined in Cadre Training Plan for the CSS, will have to undergo the aforesaid training as per nominations made by this Department.
- (vii) No request for retention of the Officers in the same Ministry/Department would be entertained.

2. The officers who have been allocated to other Ministries/Departments should be relieved of their duties immediately to enable them to take up their assignment as Under Secretary (ad-hoc) in the Ministry/Department allocated.
3. Formal notification appointing the officers will be issued by the Ministry/Department after the officer(s) have assumed charge of Under Secretary. A copy of the notification issued should be endorsed to this Department.
4. The willingness of the Officers on deputation as to whether they are willing to revert back to the CSS cadre with a view to avail the promotion will be obtained by the Ministry/Department from where the Officer(s) have proceeded on deputation.
5. If any Officer fails to join within one month of this order, the orders of ad-hoc promotion in respect of such officers shall stand cancelled automatically.
6. **Web Based Cadre Management System:** Promotion of officers have been reflected in the Web Based Cadre Management System. Accordingly, relieving/ joining of officers should be immediately updated in the Transfer module of the Web Based Cadre Management System hosted at **cscms.nic.in**.
7. This issues with the approval of the Competent Authority.

  
( Utkarsh R. Tiwari )  
Director  
Tele: 24629411  
Telefax: 24629414

Copy to:

1. The Joint Secretaries (Admn./Estt.) of all Ministries / Departments concerned.
2. Officers concerned.
3. US(CS.I/Trg.) / US(CS.I/D) / US(CS.I/S&A)
4. Guard File.

## ANNEXURE to Order No.5/8/2013-CS.I(U) dated 24.02.2014

Sl.No.	CSL No.	Name (S/Shri/Ms.)	Cat	DoB	Present Ministry/ Department	On promotion posted to
1	8352	R. Venkatesan*		12/04/1964	Defence	Personnel & Training (CS.I Division)
2	8353	V. Ramaswamy		13/07/1956	Animal Husbandry, Dairying & Fisheries	Posts
3	8354	Santosh Kumar		05/08/1969	Urban Development	Home Affairs
4	8356	Pradip Kumar		05/06/1972	Commerce	Defence
5	8358	Vivek Narayan		04/11/1973	Agriculture & Cooperation	Supply
6	8360	Manoj Kumar		05/05/1976	Labour & Employment	Pension & Pensioners' Welfare
7	8362	Ravi Kumar Choudhary		22/02/1974	Food & Public Distribution	Defence
8	8364	Prem Sagar		30/12/1954	Health & Family Welfare	Health & Family Welfare
9	8365	A.C. Trivedi		16/09/1954	Water Resources	Water Resources
10	8366	Pankaj Kumar Prabhat		17/11/1969	Corporate Affairs	Agriculture & Cooperation
11	8368	Mahesh Kumar Chahar		01/01/1972	Agriculture & Cooperation	Home Affairs
12	8369	R.S. Kunwar		19/07/1957	Commerce	Commerce
13	8370	S. Narayanaswamy		11/04/1967	Personnel & Training	Steel
14	8371	U.C. Pandey		04/01/1955	Petroleum & Natural Gas	Petroleum & Natural Gas
15	8372	Sanjay Rawat		15/10/1970	Health & Family Welfare	Defence
16	8374	Paramjit Singh Kalra		19/05/1955	Food Processing Industries	Home Affairs
17	8376	G. Saravanan		27/03/1966	Commerce	Agriculture & Cooperation
18	8378	Rajesh Kumar Pandeer		15/09/1964	Defence	Food & Public Distribution
19	8380	Smt. Manjula Daniel		04/09/1966	Information & Broadcasting	Earth Sciences
20	8382	Ranjay Kumar Sinha		02/01/1974	Agriculture & Cooperation	Higher Education
21	8384	Ramesh Kumar Mishra		02/02/1970	Urban Development	NDMA
22	8386	C.L. Gautam		29/11/1974	Information & Broadcasting	Higher Education
23	8387	A.K. Aggarwal		07/08/1954	Financial Services	Financial Services
24	8434	Kaikam DOUNGEL	ST	01/03/1973	Tribal Affairs	DONER
25	8439	G.D. Parate	ST	09/09/1956	Urban Development	Food & Public Distribution
26	8452	Arnab Dhaki	SC	14/07/1973	Youth Affairs & Sports	Higher Education
27	8454	Roop Lal	SC	03/03/1955	Urban Development	Urban Development
28	8456	Satya Pal Singh	SC	26/04/1971	Personnel & Training	Environment & Forests
29	8459	Subhendu Das	SC	11/02/1971	Defence	Higher Education

\* On relieving from Ministry of Defence, Shri R. Venkatesan will report to Director, CS.I Division for further orders.

*L.K. Dal Gupta*  
24/2/2014

*J. S. ...*  
24/2/14