

IMMEDIATE

No.5/3/2015-CS.I(U)
Government of India
Ministry of Personnel, Public Grievances & Pension -
(Department of Personnel & Training)

2nd Floor, LokNayakBhawan,
Khan Market, New Delhi-3

Dated the 26th April, 2016

OFFICE MEMORANDUM

Subject: Posting of regular Under Secretary and posting on promotion to the grade of Under Secretary on ad-hoc basis – seeking options – regarding.

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The undersigned is directed to say that one Under Secretary who has returned from long leave is to be given posting. Further, it is also proposed to promote 8 Section Officers to the grade of Under Secretary from the approved panel.

2. The vacancies proposed to be filled up and the officers who are to be considered for posting are given in the **Annexures** to this OM. The vacancies include vacancies on account of existing vacancies and the retirement / deputation vacancies arising on 30.04.2016. Ministries/ Departments are requested to verify the vacancy position and in case of any discrepancy the same may be brought to the notice of this Department immediately.

3. **The officers are requested to exercise option by 5.30 PM on 27.04.2016.** The options may be submitted at the e-mail address given below as per enclosed proforma. Posting of officers will be decided in terms of Rotational Transfer Policy.

4. **Web Based Cadre Management System:** The officers concerned should also ensure that their data is complete in all respects in the web based cadre management system at **cscms.nic.in** If the data is not complete it should be first got updated through the nodal officer of the Ministry/ Department / CS.I Division before submitting the option. **If the data is not complete in the web based system, the officer concerned will not be considered for promotion/ posting.**



(Raju Saraswat)

Under Secretary to the Government of India

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To: Officers concerned (through website of this Department)

Annexure-I

Vacancies in Ministries/Departments

Ministries/Departments	Group	Total vacancy	Retention if any	To be filled through options
Defence	A	1	1	0
Legislative Department	A	2	--	2
Financial Services	B	2	--	2
Industrial Policy & Promotion	B	1	--	1
Revenue	B	1	1	0
Shipping	B	1	1	0
Textiles	B	1	--	1
Urban Development	B	1	1	0
Total		10	4	6

Annexure-II**Officers to be posted and promoted on ad-hoc basis**

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. in case of promotion	Date of Birth (DD/MM/YY)	Present posting	Gr.	Date since working in the current Min/Deptt.	Option to be exercised for posting in vacancies in
1.	5754	Babu Menoki	--	04/11/1958	Defence (Returned from long leave from 01.01.2014 to 27.03.2016).	A*	31-Dec-12	To be retained against an existing vacancy. Not to exercise option.
2.	9152	Michael Sundar Paul Dara	SC	14/08/1968	Urban Development	B	11-Nov-11	To be retained against an existing vacancy. Not to exercise option.
3.	9154	Narender Kumar	SC	15/09/1961	Shipping	B	17-Nov-11	To be retained against an existing vacancy. Not to exercise option.
4.	9155	Lakhmi Chand	SC	01/08/1966	Revenue	B	04-Nov-11	To be retained against an existing vacancy. Not to exercise option.
5.	9156	Vidyawati	SC	15/08/1972	Power	B	05-Mar-12	Group A
6.	9157	Debadutta Behera	SC	10/07/1968	Information & Broadcasting	B	28-Nov-11	Group A
7.	9158	Arun Kumar	SC	23/10/1968	Labour & Employment	A	01-Nov-11	Group A or Group B
8.	9159	Sarla Kumari	SC	26/10/1970	Agriculture & Cooperation	A	31-Mar-94	Group A or Group B
9.	9161	Gokul Chand	SC	22/06/1962	Science & Technology	A	29-Nov-11	Group A or Group B