

IMMEDIATE

No.5/7/2016-CS.I(U)
Government of India
Ministry of Personnel, Public Grievances & Pension
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-3

Dated the 22nd September, 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 it is proposed to promote 71 officers to the grade of Under Secretary on ad-hoc basis against the existing vacancies. In addition, posting of 1 Under Secretary who is under posting in CS Division is also to be decided.

2. The vacancies proposed to be filled up and details of the officers who are to be considered for posting are given in the **Annexures** to this OM. The vacancies include vacancies on account of retirement / VRS / long leave / long training / deputation / promotion to DS grade, etc. **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 their option for posting as per RTP by 1.00 PM on 23.09.2016.** 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. If option is not received from the officers by the stipulated time, it will be presumed that the officer concerned has no specific choice and posting will be decided by the Placement Committee accordingly. Officers who have been retained in their present Ministry / Department are requested not to submit their option for posting.

4. 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 US grade in Ministries / Departments**

Ministries/Departments	Group	Total vacancy	Retention if any	To be filled through options
Agricultural Research & Education	A	1	--	1
Agriculture, Cooperation & F.W.	A	1	1	0
Animal Husbandry, Dairying & Fisheries	A	1	--	1
AYUSH	A	1	--	1
Defence	A	4	2	2
DONER	A	1	--	1
Labour & Employment	A	1	1	0
Minority Affairs	A	3	--	3
NATGRID	A	2	--	2
Panchayati Raj	A	1	--	1
Pension & Pensioners Welfare	A	2	1	1
Personnel & Training	A	4	3	1
Posts	A	1	--	1
Rural Development	A	1	1	0
Science & Technology	A	3	2	1
Social Justice & Empowerment	A	7	--	7
Staff Selection Commission	A	1	1	0
Statistics & Programme Implementation	A	2	--	2
Union Public Service Commission	A	2	2	0
Water Resources, RD&GR	A	1	--	1
Women & Child Development	A	1	1	0
Civil Aviation	B	1	1	0
Coal	B	1	--	1
Commerce	B	1	1	0
Consumer Affairs	B	1	--	1
Economic Affairs	B	1	1	0

Health & Family Welfare	B	3	3	0
Higher Education	B	4	--	4
Industrial Policy & Promotion	B	1	1	0
Information & Broadcasting	B	3	1	2
Micro Small & Medium Enterprises	B	1	1	0
New & Renewable Energy	B	1	1	0
Niti Aayog	B	1	1	0
Petroleum & Natural Gas	B	1	--	1
Power	B	1	1	0
Revenue	B	2	1	1
Shipping	B	2	2	0
Skill Development & Entrepreneurship	B	1	--	1
Urban Development	B	4	2	2
Youth Affairs & Sports	B	1	1	0
Total		72	33	39

Note: This list is tentative in nature and subject to change.

Annexure-II

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. In case of promotion	Date of Birth (DD/MM/YY)	Present posting/ cadre from where went on deputation/ training/ long leave etc.	Group	Date since working in the current Min/Department	Tenure completed in the Min./Deptt.	Remarks
1.	6484	Sikha Paul [USSL-2009]		13/03/1963	Rural Development	A	11/07/2010 (was on dept from 1.8.2011 to 27.2.2015 & CCL w.e.f. 27.02.2015)	1 year	Did not complete the prescribed tenure. However, no vacancy in the Ministry as one officer being considered for ad-hoc promotion has to be adjusted in terms of RTP. To be posted out. May give option for Gp.A only.
2.	9191	Dinesh Kumar Lakhumna	Gen	12/08/1965	Defence	A*	02-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
3.	9193	Vijayalakshmi Krishnan	Gen	17/01/1963	Legal Affairs	A*	01-Dec-11	2 yrs. 7 mths. [on dept w.e.f. 7.7.2014]	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A&B.
4.	9195	Rajasekharan R.	Gen	30/07/1973	Shipping	B	15-Dec-11	4 yrs. 9 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
5.	9197	K. Dinakar Raj	Gen	12/02/1959	Urban Development	B	01-Jun-12	4 yrs. 3 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
6.	9201	Dheeraj Kumar Ranjan	Gen	20/10/1979	Rural Development	A	18-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
7.	9203	Goutam Palit	Gen	10/01/1963	Economic Affairs	B	21-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
8.	9205	Jayashree Narayanan	Gen	11/08/1966	Defence	A*	30-Jun-06	10 yrs. 2 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. In case of promotion	Date of Birth (DD/MM/YY)	Present posting/ cadre from where went on deputation/ training/ long leave etc.	Group	Date since working in the current Min/Department	Tenure completed in the Min./Deptt.	Remarks
9.	9207	Rajeev Mohan	Gen	01/03/1976	Food & Public Distribution	B	17-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
10.	9209	K.K. Asokan	Gen	01/05/1961	Personnel & Training	A*	11-Jan-07	8 yrs. 11 mths. [on dept w.e.f. 31.12.2015]	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
11.	9211	V. Ganesh Kumar	Gen	07/11/1965	Revenue	B	02-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
12.	9213	Deepak Sethi	Gen	13/09/1963	Commerce	B	03-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
13.	9217	Jayashree Chellamani	Gen	03/07/1965	Personnel & Training	A*	02-Dec-11	2 yrs. 4 mths. [on dept w.e.f. 31.3.2014]	Did not complete the prescribed tenure. To be retained against existing vacancy.
14.	9218	A.K. Verma	Gen	05/01/1957	Niti Aayog	B	18-Jun-12	4 yrs. 3 mth.	Did not complete the prescribed tenure. To be retained against existing vacancy.
15.	9221	Surender Kumar Mann	Gen	02/07/1961	Heavy Industries	B	01-Dec-11	4 yrs. 9 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
16.	9223	Soumitra Basu	Gen	29/05/1963	Personnel & Training	A*	19-Jan-07	9 yrs. 8 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
17.	9225	Ajaya Kumar K.P.	Gen	20/03/1959	Health & Family Welfare	B	16-Nov-11	2 yrs. 8 mths. [on dept w.e.f. 21.7.2014]	Did not complete the prescribed tenure. To be retained against existing vacancy.
18.	9227	R. Vijayaraghavan	Gen	30/03/1960	Agriculture, Cooperation & F.W.	A	17-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A&B.

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. In case of promotion	Date of Birth (DD/MM/YY)	Present posting/ cadre from where went on deputation/ training/ long leave etc.	Group	Date since working in the current Min/Department	Tenure completed in the Min./Deptt.	Remarks
19.	9229	Anil Kumar Wahi	Gen	24/01/1964	Telecommunications	B	14-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
20.	9231	V.B. Hariharan	Gen	08/01/1964	Prime Minister's Office	A*	16-Apr-12	4 yrs. 5 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A&B.
21.	9233	Meenu Bajaj	Gen	16/02/1966	Science & Technology	A	15-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
22.	9237	Subhash Chander	Gen	09/02/1972	Earth Sciences	A	25-Sep-12	3 yrs. 11 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A&B.
23.	9239	T.C. Varghese	Gen	11/04/1960	Pensions & Pensioners' Welfare	A*	16-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
24.	9241	Anita Saini	Gen	27/06/1966	Power	B	17-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
25.	9243	V. Sripathi	Gen	01/05/1960	Commerce	B	14-Nov-11	2 yrs. 7 mths. [on dept w.e.f. 9.7.2014]	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
26.	9245	Yogesh Dhingra	Gen	08/10/1978	Fertilizers	B	18-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
27.	9246	Vijay Kumar	Gen	27/11/1956	Commerce	B	23-Aug-13	3 yrs 1 mth.	Retiring on 30.11.2016. To be retained against existing vacancy.

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28.	9247	C. Ganesh Kumar	Gen	28/08/1957	Personnel & Training	A*	05-Jan-12	4 yrs. 8 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
29.	9249	Jagdish Prasad	Gen	10/04/1962	Prime Minister's Office	A*	10-Oct-86	29 yrs.11 mths. [on deptyn w.e.f. 25.11.2011]	Complete the prescribed tenure. To be posted out. May give option for Gp.A&B.
30.	9251	Renu Kapoor	Gen	20/12/1963	Micro, Small & Medium Enterprises	B	21-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
31.	9253	P.J. Thomas	Gen	22/07/1959	Civil Aviation	B	01-Dec-11	4 yrs. 9 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
32.	9255	S. Prakash	Gen	31/03/1958	Expenditure	A*	04-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A&B.
33.	9257	A.K. Chattopadhyay	Gen	03/07/1962	Science & Technology	A	11-Jul-05	11 yrs. 2 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
34.	9259	Rajiv Kumar Nigam	Gen	05/02/1961	Shipping	B	02-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
35.	9261	M. Rajendran	Gen	25/12/1963	Science & Technology	A	04-Jul-05	11 yrs. 2 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
36.	9265	S. Sridhar	Gen	12/01/1965	Health & Family Welfare	B	08-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
37.	9267	Vijay Kumar	Gen	08/12/1977	Chemicals & Petrochemicals	B	18-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.

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38.	9269	Dharamvir Soni	Gen	30/11/1974	Urban Development	B	18-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
39.	9271	Chander Mohan Kaith	Gen	16/07/1965	Union Public Service Commission	A	11-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
40.	9273	N.A. Sreejit	Gen	30/05/1959	Youth Affairs & Sports	B	25-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
41.	9275	Gajendra Prasad Samanta	Gen	13/11/1960	Health & Family Welfare	B	16-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
42.	9277	Renu Nigam	SC	27/07/1964	Home Affairs	A*	30-Nov-11	4 yrs. 1 mth. [on dept w.e.f. 16.12.2015]	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A&B.
43.	9279	K.C. Vasudevan	Gen	16/12/1963	New & Renewable Energy	B	02-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
44.	9281	Hem Lata	Gen	19/12/1962	Telecommunications	B	01-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
45.	9283	Nita Arya	Gen	02/05/1964	Urban Development	B	01-Jul-08	8 yrs. 2 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A only.
46.	9287	Hauliankap	ST	13/02/1974	Women & Child Development	A	27-Apr-07	9 yrs. 4 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
47.	9289	Devendra Singh	Gen	26/02/1963	Agriculture, Cooperation & F.W.	A	15-Jul-08	8 yrs. 2 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
48.	9291	Cleetus T. Johnson	Gen	25/10/1957	Union Public Service Commission	A	16-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.

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49.	9293	Siby Varghese P.	Gen	30/12/1962	Information & Broadcasting	B	18-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
50.	9294	Ramesh Kumar Nagpal	Gen	26/01/1957	Personnel & Training	A*	01-Nov-10	5 yrs. 10 mths.	Retiring on 31.01.2016. To be retained against existing vacancy.
51.	9295	Haradhan Das	Gen	02/01/1958	Commerce	B	18-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
52.	9297	Prakasham Kopparapu	Gen	01/07/1963	Prime Minister's Office	A*	10-Apr-06	10 yrs. 5 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
53.	9298	Anand Prakash Gupta	Gen	12/02/1968	Staff Selection Commission	A*	16-Jan-15	1 yr. 8 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
54.	9299	Addanki Lalitha Rao	Gen	29/08/1962	Women & Child Development	A	15-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
55.	9300	Tarun Sood	Gen	10/11/1970	Defence	A*	17-Feb-16	7 months	Did not complete the prescribed tenure. To be retained against existing vacancy.
56.	9301	D.K. Minna Prabhu	Gen	21/02/1960	Shipping	B	04-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
57.	9303	Suman Parmar	Gen	17/12/1976	Supply Division	B	02-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
58.	9304	Sanjay Singh	Gen	18/03/1968	Mines	B	06-Jun-12	4 yrs. 3 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
59.	9353	Tulsi Dass	SC	13/01/1965	Science & Technology	A	23-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.

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60.	9360	Kul Bhushan Singh	SC	03/10/1971	Mines	B	22-Jun-12	4 yrs. 3 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
61.	9361	Yash Pal	SC	16/10/1977	Health & Family Welfare	B	16-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
62.	9362	Surinder Kumar	SC	05/08/1967	Defence	A*	06-Jan-95	21 yrs. 8 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.
63.	9366	Praveen Kumar Singh	SC	01/05/1971	Power	B	04-Jan-95	21 yrs. 8 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A only.
64.	9368	Ajeet Kumar	SC	06/07/1968	Labour & Employment	A	18-Jun-12	4 yrs. 3 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
65.	9370	Ram Chander	SC	28/08/1967	Health & Family Welfare	B	01-Jun-12	4 yrs. 3 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
66.	9376	Ratan Singh	SC	05/09/1956	Industrial Policy & Promotion	B	11-Oct-10	5 yrs. 11 mths.	Retiring on 30.09.2016. To be retained against existing vacancy.
67.	9383	Dalip Singh	SC	12/10/1962	Fertilizers	B	01-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
68.	9384	Rajinder Parshad	SC	07/03/1957	Agriculture, Cooperation & F.W.	A	02-Jul-12	4 yrs. 2 mths.	Retiring on 31.03.2017. To be retained against existing vacancy.
69.	9387	Lendup Sherpa	ST	02/09/1979	Micro, Small & Medium Enterprises	B	02-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.

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70.	9395	Shiela Tirkey	ST	06/03/1971	Industrial Policy & Promotion	B	18-Nov-11	4 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
71.	9399	Hira Lal Prasad	ST	04/08/1963	Steel	B	20-Jul-05	11 yrs. 2 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A only.
72.	9400	Praveen Kujur	ST	13/10/1969	Personnel & Training	A*	27-Jul-05	11 yrs. 1 mth.	Completed the prescribed tenure. To be posted out. May give option for Gp.A&B.

Note: This list is tentative in nature and subject to change.

Proforma for exercising preference for posting

CSL No. _____

1.	Name	
2.	Designation	
3.	Date of Birth	
4.	Present Ministry/Department	
5.	Personal contact number	
6.	Office contact number	

7. **Preferences for posting (Maximum three choices):**

S.No.	Ministry/Department
I.	
II.	
III.	

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and up to date.

(Signature of the officer)

Date: _____