

No.4/4/2013-CS-II (A)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

3rd Floor, Lok Nayak Bhavan, New Delhi-110003
Dated: the 09th January, 2014.

OFFICE MEMORANDUM

Subject: Nomination of Personal Assistant/Private Secretaries (ad-hoc) for appointment to the grade of Private Secretary of CSSS for the select list year 2011(part) on regular basis under the Zoning Scheme for Seniority Quota - reg.

In continuation of this Department's O.M. of even no. dated 10.09.2013 on the subject mentioned above, the undersigned is directed to say that on the basis of information furnished by the Cadre Units, it has been decided to nominate the Personal Assistants/ Private Secretaries (ad-hoc), whose names appear in the Annexure to this O.M., for appointment/promotion to the PS grade of CSSS on regular basis under the Zoning Scheme on their inclusion in the Select List Year 2011. These officials could not be promoted/empanelled earlier for want of DPC recommendations from the concerned Cadre Units.

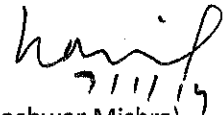
2. It is requested that urgent action may be taken to appoint/promote these officers to Private Secretary grade of CSSS against the Select List Year 2011 provided they are clear from vigilance angle. A copy of the appointment/promotion order issued in this regard by the concerned Cadre Unit, duly indicating the CSL number of the officers, may be forwarded to this Department immediately.

3. No request for retention will be entertained as cadre allocation has been made on the basis of vacancies reported under seniority quota by the respective cadre units and in accordance with Rotational Transfer Policy for CSSS personnel issued vide this Department's O.M. No. 13/1/2009-CS.II dated 15.07.2011.

4. Cadre Units are also requested to ensure that the officers concerned are relieved within 45 days from the date of issue of this O.M. to take up the new posting in the cadre unit allocated failing which their nomination order shall be cancelled by this Department. While issuing order in this regard, it is to be ensured that the information pertaining to the officer in the web based system is complete and accurate. In case an officer nominated refuses regular promotion, cadre unit concerned may initiate action in terms of this Department's O.M. No. 5/1/2008-CS.I(S) dated 8.4.2011 under intimation to this Department.

5. The unfilled vacancies of reserved categories may be carried forward to the Select List Year 2012 since sufficient number of candidates belonging to reserved categories are not available in the zone of promotion for Select List Year 2011.

6. This O.M. is available on the website of this Department viz www.persmin.nic.in → Central Services Wing → CS Division → CSSS → Promotion (Regular) → Steno. Gr. 'C' to 'A&B' (Merged).



(Kameshwar Mishra)

Under Secretary to the Government of India

Tel. No.24623157

To,

Concerned Cadre Units of CSSS.

Annexure to OM No.4/4/2013-CS.II(A) dated 09.01.2014

S.No.	Name (Shri/Smt./Ms.)	Date of Birth	Cadre where working	Cadre where nominated
1.	Janki Devi Grover	06/01/1958	Culture	Consumer Affairs
2.	Arjun Singh	19/05/1972	Steel	Steel
3.	Ravinder Prasad	19/06/1956	Power	MHA
4.	S.S.Arora	12/07/1956	Power	Food & PD
5.	Vijay Malhotra	20/09/1962	Power	Defence

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9/1/14

