

**Reminder**  
**Most Immediate**

No.5/2/2016-CS-II(C)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
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3<sup>rd</sup> floor, Lok Nayak Bhawan  
Khan Market, New Delhi-110003  
Dated: 18<sup>th</sup> May, 2016

**OFFICE MEMORANDUM**

Subject: Fixation of 'range of seniority' for promotion of Stenographers Grade 'D' to Personal Assistant (PA) Grade of CSSS for the Select List Year – 2016.

The undersigned is directed to refer to this Department's OM of even no. dated 13.04.2016 vide which Cadre Units were requested to place the cases of all eligible Stenographers Grade 'D' who are covered within the prescribed 'range of seniority' and who have not yet been included in the earlier Select Lists of PAs of CSSS, before the DPC to assess their suitability for promotion to the PA Grade of CSSS. Cadre Units were also requested to send the recommendation of DPC alongwith vigilance clearance in respect of all the eligible officers who are working in their Cadre Units.

2. The requisite information has not yet been received from the Cadre Units mentioned below. All the concerned Cadre Units are requested to send recommendation of the DPC along with vigilance clearance in respect of all the eligible officers who are working with them by **31<sup>st</sup> May, 2015 positively**.

  
(Rajesh Sarawat)

Under Secretary to the Govt. of India  
Tel: 24654020

1. US (Admn.), D/o Agriculture & Cooperation, Krishi Bhavan, New Delhi.
2. US (Admn.), M/o Civil Aviation, Rajiv Gandhi Bhavan, New Delhi.
3. US (Admn.) Central Informaton Commission, Bhikaji Cama Place, New Delhi.
4. US (Admn.), M/o Coal, Shastri Bhavan, New Delhi.
5. US (Admn.), M/o Corporate Affairs, Shastri Bhavan, New Delhi.
6. US (Admn.), D/o Consumer Affairs, Krishi Bhavan, New Delhi.
7. US (Admn.), D/o Culture, Shastri Bhavan, New Delhi.
8. US (Admn.), M/o Defence, B Wing, Sena Bhavan, New Delhi.
9. US (Admn.), M/o Env. & Forests, Indira Paryavaran Bhavan, New Delhi.
10. US (Admn.), D/o Expenditure, North Block, New Delhi.

11. US (Admn.), D/o Food & Public Distribution, Krishi Bhavan, New Delhi.
12. US (Admn.), M/o Home Affairs, North Block, New Delhi.
13. US (Admn.), D/o Higher Education, Shastri Bhavan, New Delhi.
14. US (Admn.), D/o Industrial Policy & Promotion, Udyog Bhavan, New Delhi.
15. US (Admn.), M/o Information & Broadcasting, Shastri Bhavan, New Delhi.
16. US (Admn.), M/o Labour, Shram Shakti Bhavan, New Delhi.
17. US (Admn.), D/o Legal Affairs, Shastri Bhavan, New Delhi.
18. US (Admn.), M/o MSME, Udyog Bhavan, New Delhi.
19. US (Admn.), M/o Minority Affairs, CGO Complex, Lodi Road, New Delhi.
20. US (Admn.) M/o N. & R. Energy, Block No.-14, CGO Complex, New Delhi.
21. US (Admn.), NITI Aayog, Yojana Bhavan, Sansad Marg, New Delhi.
22. US (Admn.), D/o Personnel & Training, North Block, New Delhi.
23. US (Admn.), M/o Road, Transport & Highways, Transport Bhavan, New Delhi.
24. US (Admn.), M/o Rural Development, Krishi Bhavan, New Delhi.
25. US (Admn.), D/o Science & Technology, Technology Bhavan, New Delhi.
26. US (Admn.), M/o Shipping, Transport Bhavan, New Delhi.
27. US (Admn.), M/o Social Justice & Empowerment, Shastri Bhavan, New Delhi.
28. US (Admn.), D/o Telecommunication, Sanchar Bhavan, New Delhi.
29. US (Admn.), M/o Textiles, Udyog Bhavan, New Delhi.
30. US (Admn.), M/o Tribal Affairs, Shastri Bhavan, New Delhi.
31. US (Admn.), U. P. S. C., Dholpur House, Shahjahan Road, New Delhi.
32. US (Admn.), M/o Urban Development, Nirman Bhavan, New Delhi.
33. US (Admn.), M/o Women & Child Development, Shastri Bhavan, New Delhi.
34. US (Admn.), D/o Animal Husbandry, D & F, Krishi Bhavan, New Delhi.
35. US (Admn.), D/o AYUSH, Nirman Bhawan, New Delhi.
36. US (Admn.), M/o DoNER, Vigyan Bhawan Annexe, New Delhi.