

No.5/21/2010-CS.II  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

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Lok Nayak Bhawan, New Delhi- 110003.  
Dated: the 31<sup>st</sup> December 2010

**OFFICE MEMORANDUM**

Subject:-Promotion of Steno Gr. 'C' of CSSS to Steno Gr. 'A&B' (Merged) of CSSS (PS) on ad-hoc basis - regarding.

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The undersigned is directed to say that it has been decided that till regular Stenos Gr. 'A&B' (Merged) of CSSS (PS) become available through the normal channels of recruitment prescribed under the CSSS Rules, the vacancies in Steno Grade 'A&B' (Merged) of CSSS in various cadres be filled up on ad-hoc basis by promoting the eligible officers figuring in the Common Seniority List(CSL) of Steno Grade 'C' on the basis of seniority-cum-fitness.

2. Accordingly, it has been decided to promote 82 (Gen: 64 + SC:12 + ST:6) Stenos. Grade 'C' of CSSS, whose names are given in the **Annexure** to this O.M., to Steno Grade 'A&B' (Merged) of CSSS (PS) on ad-hoc basis and nominate them to the cadre(s) indicated against their names as shown in the Annexure. As far as possible, officers have been retained in their Cadre according to their position in the CSL, subject to the availability of vacancies. Wherever it has not been possible, surplus officers in the Cadre(s) have been nominated to other Cadres(s) where vacancies are available to accommodate them. Officers who have less than two years for superannuation have been retained in their Cadre, subject to the availability of vacancies.

3. The officers shown in the list at Annexure may be appointed as Steno Grade. 'A&B' (Merged) of CSSS (PS) on ad-hoc basis, after assessing their suitability for promotion by screening the records (ACRS) of the officers by the appointing authority and also after ensuring that no vigilance case is either pending or being contemplated against the officer. The adhoc promotion/appointment would be subject to the following conditions:-

- (i) The period of adhoc promotion would be upto 30.06.2011 or till the regular Steno Gr. 'A&B'(Merged) of CSSS (PS) become available, whichever is earlier.
- (ii) The adhoc appointments shall not confer on the appointees any right to continue in the grade indefinitely or for inclusion in the Select List of Steno Gr. 'A&B'(merged) of CSSS for regular appointment or to claim seniority in the Steno Gr. 'A&B'(Merged) of CSSS (PS).
- (iii) The effective date of adhoc promotion in respect of those found fit and clear from vigilance angle would be the date from which the officer concerned joins duty in the cadre to which he/she has been nominated.

4. It is requested that officers who have been allocated to other Ministries/Departments may be relieved of their duties immediately if they are assessed suitable for promotion by screening their ACRs and are clear from vigilance angle so that they can take up their assignment as Steno Gr. 'A&B' (Merged) of CSSS (PS) (ad-hoc) in the new Cadre.
5. If any of the officers shown in the list is on deputation, he/she may be given the option to revert within one month with a view to avail of the promotion.
6. If in a cadre, there is any shortage/excess in the representation in the categories of SC and ST in terms of reservation rosters maintained by the respective cadre authorities, and if there is any vacancy remaining unfilled, full details thereto may please be furnished to this Department immediately.
7. It may be noted that the seniority of the regular Stenos Grade 'C' who have been/are promoted as Steno Grade 'A&B'(Merged) of CSSS (PS) on ad-hoc basis and nominated to other cadres, would continue to be maintained by the cadres on whose strength they are borne, till they are appointed as regular Steno Grade 'A&B'(Merged) of CSSS (PS) and their names may not be deleted from the seniority list of the cadre concerned merely on the ground that they have been transferred to other cadres on their ad-hoc promotion
8. It is requested that the exercise of conducting the DPC meeting and of relieving the officials, wherever required, may be completed within a period of one month at the earliest. A copy of the appointment order of the officers may be endorsed to this Department. It may be noted for strict compliance that no request for the retention of the officer(s) concerned on any ground may be made to this Department. Further, the officers concerned who are clear from all angles may be relieved of their duties immediately without seeking their consent.



(G.S. Pundir)

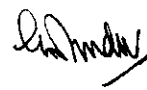
Under Secretary to the Govt. of India  
Tel. No.24654020

To

All the Cadre Authorities of CSSS

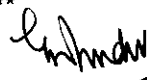
**Annexure to OM NO. 5/21/2010-CS-II dated 31.12.2010**

S.No.	Name	Category	SLY	Cadre Unit where working	Cadre Unit where nominated
1	Arvind Pandey	Gen	1992	Water Res.	Earth Sciences
2	Ravinder Nath	Gen	1992	Expenditure	Expenditure
3	H.C. Bhatt	Gen	1992	Steel	MHA
4	Parvesh Sahni	Gen	1992	HRD	Fertilizer
5	N.K. Garg	Gen	1992	Rural Dev.	Rural Dev.
6	V. Surendra	Gen	1992	Rural Dev.	UPSC
7	Smt. Manju Handa	Gen	1992	Rural Dev.	Planning Comm
8	Smt. Renu Singh	Gen	1992	Rural Dev.	Expenditure
9	Smt. Dalvinder Kaur	Gen	1992	Rural Dev.	DoP&T
10	C.P. Devrajan	Gen	1992	Posts	Planning Comm
11	Smt. Neelam Devi	Gen	1992	Posts	MHA
12	Saugat Dey	Gen	1992	Posts	Expenditure
13	V.P. Rajwedi	Gen	1992	HRD	Expenditure
14	Subhash Chand	Gen	1992	Health & FW	MHA
15	Ms. Vimla Motwani	Gen	1992	Expenditure	Expenditure
16	Puran Singh Rawat	Gen	1992	Expenditure	Expenditure
17	Ms. Jyoti Mirani	Gen	1992	Expenditure	Expenditure
18	Smt. Vidya Arora	Gen	1992	DoP&T	DoP&T
19	Rajender Singh	Gen	1992	HRD	UPSC
20	R.S.Katoch	Gen	1992	I&B	MHA
21	Sushil Kumar	Gen	1992	HRD	HRD
22	Bela Kalia	Gen	1992	HRD	Planning Comm
23	Ravi Beer	Gen	1992	Coal	MHA
24	P. Shyam Prasad	Gen	1992	HRD	Expenditure
25	Ms. Renuka	Gen	1992	Expenditure	Expenditure
26	Smt. Manjit Kaur	Gen	1992	Food	Food
27	Smt. Ritu Thakral	Gen	1992	Food	Food
28	K.Balachandran	Gen	1992	Coal	UPSC
29	Dev Raj	Gen	1992	IP&P	UPSC
30	Gulshan Kumar Jaggi	Gen	1992	IP&P	MHA
31	Smt. Shashi Dhawan	Gen	1992	IP&P	MHA
32	Smt. Maninder Kaur	Gen	1992	IP&P	DoP&T
33	Smt. Saroj Bala Sharma	Gen	1992	Supply	Supply
34	Smt. Kalpana Goel	Gen	1992	Supply	Minority Affairs
35	Smt. Renuka Saxena	Gen	1992	Supply	DoP&T
36	Smt. Sweety Dua	Gen	1992	Posts	DoP&T
37	Shanti Mohan Mishra	Gen	1992	Posts	Fertilizer
38	T.B. Marik	Gen	1992	Health & FW	UPSC
39	Rajinder Kumar	Gen	1992	Civil Aviation	MHA
40	Smt. Nirmal Abbey	Gen	1992	Supply	Supply
41	K.M. Nandakumar	Gen	1992	Supply	MHA
42	Smt. Punima Bhasin	Gen	1992	Civil Aviation	DoP&T
43	V. Raghotheman	Gen	1992	Legal Affairs	Legal Affairs
44	Alexander P. Thomas	Gen	1992	Labour	Planning Comm

  
 (G. S. FUNDIR)  
 Secretary

S.No.	Name	Category	SLY	Cadre Unit where working	Cadre Unit where nominated
45	Ms. Sushma Bala	Gen	1992	Expenditure	Expenditure
46	P. Natrajan	Gen	1992	Expenditure	Expenditure
47	Madhu Thota	Gen	1992	Expenditure	Expenditure
48	Vijay Kumar Sharma	Gen	1992	Expenditure	Expenditure
49	Smt. Varsha Anand	Gen	1992	MHA	MHA
50	Smt. Prithi Gahlot	Gen	1992	MHA	MHA
51	Ashok Kumar	Gen	1992	MHA	MHA
52	Smt. Vijay L. Gupta	Gen	1992	Telecom	MHA
53	Satyabrata Roy	Gen	1992	HRD	UPSC
54	Bhola Nath Pahuja	Gen	1992	Rural Dev.	DoP&T
55	Satyawati	Gen	1992	HRD	Expenditure
56	G.R. Luthra	Gen	1992	Health & FW	UPSC
57	Smt. Usha Rani	Gen	1992	Health & FW	DoP&T
58	R.C. Bagotra	Gen	1992	Health & FW	UPSC
59	Smt. Gurvinder Kaur	Gen	1992	Health & FW	UPSC
60	L.N. Gulati	Gen	1992	Health & FW	MHA
61	S. Vishwanathan	Gen	1992	Health & FW	Fertilizer
62	Smt. Renu Rampal	Gen	1992	Defence	Defence
63	Raj Kumar	Gen	1993	HRD	RTH
64	Smt. Neelam Gaur	Gen	1993	Steel	MHA
65	Babula Patra	SC	1994	Fertilizers	Fertilizer
66	Ipsita Saha	SC	1994	Health & FW	UPSC
67	Bhagwati	SC	1994	Health & FW	Agriculture
68	Raj Kumar	SC	1994	Health & FW	MSME
69	Anil Kumar Sarvar	SC	1994	RTH	RTH
70	Narender Kumar	SC	1994	Planning Comm	Planning Comm
71	Debdutta Bahera	SC	1994	Power	MHA
72	Raj Bala Lohia	SC	1994	Supply	Legal Affairs
73	Jayshree Haldar	SC	1994	Supply	DoP&T
74	S. Suresh Kumar	SC	1994	I&B	Fertilizer
75	Ashok Kumar	SC	1994	Commerce	Commerce
76	Sh. Sarada Behara	SC	1994	Agriculture	Agriculture
77	Sunita Lakra	ST	2002	MHA	MHA
78	Sushila Kujur	ST	2003	Commerce	Commerce
79	Pious Sangeeta Toppo	ST	2003	MHA	MHA
80	Vanlalsiami Fanai	ST	2003	Telecom	MHA
81	Saroj Ravi Girotra	ST	2003	Urban Dev.	DoP&T
82	Mannu Ram Tudu	ST	2003	Expenditure	Expenditure

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**G. S. PUNJIB**  
 Under Secretary