

No.5/30/2010-CS-II(C)  
Government of India  
Ministry of Personnel, Public Grievances and Pension  
Department of Personnel and Training

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3rd Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi-110003.  
Dated the 31<sup>st</sup> January, 2011.

**OFFICE MEMORANDUM**

Subject: Nomination of Grade 'D' Stenographers of CSSS for inclusion in the Select List of Stenographers Grade 'C' (PA) of CSSS for the year 2009 under the Zoning Scheme for Seniority Quota (SQ).

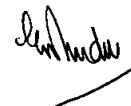
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The undersigned is directed to refer to this Department's Office Memorandum of even number dated 9.9.2010 wherein the range of seniority for promotion from Steno. Grade 'D' to Steno. Grade 'C' (PA) of CSSS for the Select List Year 2009 has been laid down and to say that on the basis of information furnished by all the Cadre Units, it has been decided to make the nominations of Stenographers Grade 'D' whose name appear in the Annexure to this O.M. in the order of their seniority for appointment to Stenographer Grade 'C' (PA) of CSSS for the year 2009 under the Zoning Scheme on their inclusion in Select List 2009.

2. The services of officials may be obtained from the cadres concerned immediately provided they are cleared from vigilance angle.

3. It is requested that urgent action may be taken to appoint/promote these officials to the Steno. Grade 'C' (PA) of CSSS against Select List Year 2009 (SQ). All the Cadre Units are requested to relieve their officials immediately for better cadre management of CSSS. **No request for retention will be entertained as cadre allocation has been made on the basis of vacancies reported for Seniority Quota by the respective Cadre Units.** A copy of the appointment/promotion order issued in this regard by the Cadre Units, duly indicating the Common Seniority List Number of the official, may be forwarded to this Department immediately.

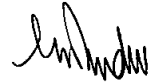
4. Attention is also invited to this Department's O.M. No.16/1/79-CS.I dated 3.9.1983 in which it has been stated that in case a person included in the Select List and nominated to some other cadre, does not move out within 45 days from the date of issue of nomination orders by this Department, such person would be debarred from promotion for 3 years by the cadre where he/she is working as Steno. Grade 'D'. **This may please be specifically brought to the notice of all concerned.** These instructions will, however, not apply to those officers retiring within the next two years from the date of issue of nomination orders by this Department. In this context, attention is invited to this Department's O.M. No.13/1/2009-CS-II



dated 21.7.2009 in which it has been stated that on promotion, an officer of the CSSS at any level shall be posted out of the Ministry/Department where he is currently posted.

6. The unfilled vacancies of ST category may be carried forward to next Select List as per procedure, since sufficient numbers of ST officials are not available in central panel (zone of promotion) for nominations.

7. This O.M. is available on the website of this Department viz. [www.persmin.nic.in](http://www.persmin.nic.in) > Central Services Wing > CS Division > CSSS > Promotions (Regular) > Steno. Grade 'D' to 'C'.



(G.S. Pundir)

Under Secretary to the Govt. of India

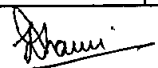
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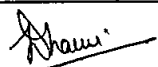
All Cadre Units of CSSS.

**ANNEXURE TO O.M. No.5/30/2010-CS-II(C) DATED 31.1.2011**

S.No.	CSL No.	Shri/Smt./Ms.	Category	DOB	SL Year	Parent Cadre/Cadre where working	Cadre where nominated
1	6	Suman Gupta	Genl.	03.04.1959	1981	MSME	Water Res.
2	307	Rashmi Sharma	Genl.	25.06.1959	1984	I & B	Expenditure
3	308	Indira Motwani	Genl.	03.05.1960	1984	Planning Com.	Posts
4	309	Manjula Malik	Genl.	11.05.1963	1984	RTH	Planning Commn.
5	310	Tejwant Lamba	Genl.	19.09.1961	1984	Agri. & Coopn.	Rural Development
6	311	S.K. Girdhar	Genl.	28.04.1961	1984	Labour & Empmt.	IP & P
7	312	Prabha Gandhi	Genl.	20.01.1961	1984	Petroleum & NG	Water Res.
8	313	Ruchika Garg	Genl.	17.01.1964	1984	Power	Water Res.
9	314	Sarita Sharma	Genl.	30.04.1952	1984	IP & P	IP & P
10	315	Dinesh Chandra Sharma	Genl.	09.07.1964	1984	Telecom.	Rural Development
11	316	R. Ravindran	Genl.	20.12.1960	1984	Agri. & Coopn.	Envmt. & Forests
12	317	Sunita Makkar	Genl.	18.03.1964	1984	DOPT	Expenditure
13	318	Anjali Kapoor	Genl.	19.02.1959	1984	Expenditure	I & B
14	319	Kamlesh Golani	Genl.	27.10.1964	1984	UPSC	Fertilizers
15	320	Neelam Raizada	Genl.	13.02.1965	1984	Urban Dev/Legal Affairs	Fertilizers
16	321	R.S. Rawat	Genl.	17.03.1962	1984	Water Res/Legal Affairs	IP & P
17	322	Pardeep Bajaj	Genl.	08.02.1962	1984	Planning Com.	RTH
18	323	Ravi Shanker Verma	Genl.	27.05.1962	1984	UPSC	Civil Aviation
19	324	Chanchal Wasandhi	Genl.	15.11.1962	1984	Planning Com.	RTH
20	326	Rajesh Kumar Gauba	Genl.	26.05.1963	1984	MSME	Water Res.
21	327	Satinder Kaur	Genl.	18.10.1964	1984	RTH	Water Res.
22	328	Sawtanter Sharma	Genl.	30.03.1963	1984	Labour & Empmt.	IP & P
23	329	Naveen Sharma	Genl.	13.08.1963	1984	Urban Dev/Legal Affairs	Commerce
24	330	Gulshan Talwar	Genl.	24.11.1960	1984	I & B	Labour & Empmt.
25	331	Baljeet Kaur	Genl.	10.01.1959	1984	Labour & Empmt.	Power
26	332	Chanchal Saluja	Genl.	04.05.1965	1984	Food & PD	Rural Development
27	333	Meenakshi Sharma	Genl.	21.06.1965	1984	Agri. & Coopn.	Water Res.
28	334	Sandhya Talwar	Genl.	28.03.1964	1984	Education	Rural Development
29	335	Rajni Maithani	Genl.	17.08.1960	1984	Defence	Corporate Affairs
30	336	Aruna Ramchandani	Genl.	22.05.1963	1984	IP & P	Health & FW
31	337	Arvind Chauhan	Genl.	15.06.1963	1984	I & B	Envmt. & Forests
32	338	Savita Kapahi	Genl.	04.12.1962	1984	Agri. & Coopn.	Water Res.
33	339	Anil Jaiswal	Genl.	29.09.1961	1984	Power	Defence
34	340	Kamal Singh	Genl.	28.11.1962	1984	Water Res/Agri. & Coop	Agri. & Coopn.
35	341	Sunita Gogna	Genl.	04.10.1964	1984	Expenditure	Women & CD
36	342	Shashi Bala	Genl.	02.09.1961	1984	Science & Tech.	Water Res.
37	343	R.K. Kushwaha	Genl.	20.10.1962	1984	I & B	Envmt. & Forests

  
**श्री. सतिन्दर सिंघ**  
 Section Officer  
 कर्मिक एवं पंजीयन विभाग  
 Dept. of Personnel & Irg

S.No.	CSL No.	Shri/Smt./Ms.	Category	DOB	SL Year	Parent Cadre/Cadre where working	Cadre where nominated
38	344	L. Chandra	Genl.	11.06.1965	1984	Expenditure	UPSC
39	345	Rajani Devgan	Genl.	03.06.1962	1984	Power	Water Res.
40	347	Hema Chugh	Genl.	23.01.1965	1984	MHA	Planning Commn.
41	348	Mahindra Srivastava	Genl.	01.02.1963	1984	Defence	Commerce
42	350	Poonam Rani	Genl.	24.07.1963	1984	Expenditure	Youth Aff. & Sports
43	351	S.K. Trehan	Genl.	03.12.1964	1984	Agri. & Coopn.	Consumer Affairs
44	352	Arjun Singh	OBC	10.03.1962	1984	I & B	Expenditure
45	353	Tara Kapoor	Genl.	18.04.1962	1984	Water Res/Agri. & Coop	Agri. & Coopn.
46	354	Pravesh Sachdeva	Genl.	11.04.1962	1984	Power	Water Res.
47	355	M.P. Kotnala	Genl.	06.11.1962	1984	Rural Dev/En. & Forests	Envmt. & Forests
48	356	Ram Chandra Chauhan	Genl.	06.12.1961	1984	Supply	MHA(Cab Sec./PMD)
49	357	Sushmita Sengupta	Genl.	15.09.1962	1984	Health & FW	Commerce
50	358	M.R. Srinath	Genl.	02.06.1959	1984	I & B	Urban Dev.
51	359	Harpal Shah	Genl.	13.11.1962	1984	MSME	SJ & Empmt.
52	360	Seema Gambhir	Genl.	26.01.1964	1984	I & B	Rural Development
53	361	Surender Kumar Dhawan	Genl.	30-5-1961	1984	Urban Dev/MHA	MHA
54	362	Usha Pasrija	Genl.	10.09.1962	1984	Water Res/Legal Affairs	Fertilizers
55	363	Kamla Taneja	Genl.	30.05.1965	1984	MSME	I & B
56	364	Sudha Verma	Genl.	31.12.1962	1984	Defence	IP & P
57	365	Manoj Kumar	Genl.	27.03.1963	1984	MHA	Coal
58	367	Narendra Kumar Jha	Genl.	13.03.1964	1984	Urban Dev/Sci. & Tech.	MHA (Cab Sec./PMD)
59	368	Kiran Kataria	Genl.	13.04.1965	1984	Expenditure	RTH
60	369	S.Thiyagarajan	Genl.	02.03.1963	1984	I & B	DOPT
61	370	K.Sundari Penniswaran	Genl.	07.04.1962	1984	MHA	Commerce
62	371	Rajesh Kumar	Genl.	13.09.1961	1984	Urban Dev/Sci. & Tech.	Defence
63	372	Roshan Lal Pahwa	Genl.	14.09.1961	1984	DOPT	Expenditure
64	373	Om Prakash Dalal	Genl.	15.12.1962	1984	Expenditure	Education
65	1545	Anita Roy	SC	01.01.1969	1994	Agri. & Coopn.	Planning Commn.
66	1546	Pardeep Kumar	SC	21.12.1970	1994	Science & Tech.	Power
67	1554	Anita Singh	SC	29-12-1970	1994	Urban Dev	Commerce
68	Not allotted	Pradeep Kumar	SC	03.05.1972	1995	Agri. & Coopn.	Mines
69	Not allotted	Santosh Kumar	SC	24.04.1976	1995	Science & Tech.	Expenditure
70	Not allotted	Raj Kumar	SC	02.02.1966	1995	MHA	Telecom
71	Not allotted	Dharminder Dhanwaria	SC	11.11.1972	1995	Legal Affairs	Fertilizers
72	Not allotted	Seema	SC	10.12.1974	1995	Water Resources	Expenditure
73	Not allotted	Suresh Kumar	SC	01.04.1971	1995	Expenditure	Agri. & Coopn.
74	Not allotted	Dilip Kandulna	ST	15.12.1980	2002	Urban Development	DOPT

  
**जितेंद्र सिंह/ATENDER SINGH**  
 नृणां अधिकारी/Section Officer  
 कर्मिक एवं प्रावधान विभाग  
 Dept of Personnel & Trg  
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