

MOST IMMEDIATE
TIME BOUND

No.3/1/2011-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

3rd Floor, Lok Nayak Bhawan, Khan Market,
New Delhi - 110 003.

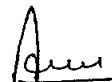
Dated the 22nd July 2011

OFFICE MEMORANDUM

Subject: - ACR dossiers of Private Secretaries of reserved category of CSSS of Select List Year 2005 - reg.

The undersigned is directed to say that in connection with ad hoc promotion to the grade of PPS, the ACR dossiers (containing APARs upto 2009-2010) of Private Secretaries of reserved category of CSSS for the Select List Year 2005 are required urgently. The cadre units are, therefore, requested to send the complete ACR dossiers of the such PSs, their vigilance clearance and major/minor penalty report for the last 10 years.

2. The Cadre units are also requested to examine/complete the ACRs of the above-mentioned CSSS officers in terms of the procedure laid down in this Department's OM No. 21011/1/2010-Estt. (A) dated 13.4.2010 (copy enclosed) with regard to below benchmark ACRs and forward the ACR dossiers after ensuring they are complete in all respect and to send these ACRs only through the dealing hands so that the same can be verified for any inaccuracy.



(Kiran Vasudeva)

Under Secretary to the Govt. of India

Tel: 24654020

To

US(Admn.) of all CSSS Cadre units