

**No.12/4/2016-CS.II(B)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training**

**3rd Floor, Lok Nayak Bhawan
Khan Market, New Delhi-110003
Dated: 12th August, 2016**

OFFICE MEMORANDUM

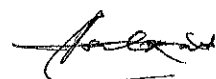
Subject:-Zone of consideration for inclusion in the Select List of Sr. Secretariat Assistants of CSCS for the Select List-2015 against Seniority Quota-reg.

The undersigned is directed to refer to this Department's OM of even number dated 17th June, 2016 vide which the zone for the Select List Year-2015 in the grade of Senior Secretariat Assistant was issued. Directions were also issued to all cadre units to abolish all the vacant posts after conducting DPC for SL-2015(SQ) and leaving slots for UD Grade Limited Departmental Examination Quota for the year 2015 in the grade of SSA. Three reminders dated 5th July, 2016, 19th July, 2016 and 29th July, 2016 have already issued been in this regard but only 3 cadre units have forwarded full information till date. **The status of information received from the cadre units till date is annexed.**

2. The cadre units are once again requested to send the requisite information latest by **24th August, 2016 positively** so that this Division may be able to finalize the SL-2015. **Please note that this Division has not intimated the vacancies for SSA Grade Limited Departmental Competitive Examination-2015 to SSC till date.**

3. Cadre units are also requested to follow the following instruction while abolishing the vacant post after filling up of vacancies for the SL-2015:-

- (a) While taking present incumbency, SSA on regular basis as on 30.06.2016 should only be counted and not the incumbency of SSA who are working as ASO on ad-hoc basis.
- (b) Size of the SL-2015 should be -No. of officials to be included under Seniority Quota + 1/3 of Seniority Quota for UD Grade LDCE-2015.
- (c) If any official was not promoted due to various reasons i.e. ACRs being not available, pending Disciplinary proceedings etc. his/her slot for the SL-2004-2015 should be kept vacant.



(A.K. Saha)

Deputy Secretary to the Govt. of India

Tel: 24622365

To

**DS/DIR(Admin),
Participating cadre units of CSCS**

Select List-2015 of SSA grade

S. No.	Name of Cadre	Whether DPC recommendations has been forwarded to this Division	Whether vacancies intimated for SL-2015 (SQ+DE)	Whether posts of SSAs were abolished as per DoPT's OM No.12/4/2016-CS.II(B) dated 17.06.2016
1	Agri. & coop.	✓	X	X
2	Civil Aviation	X	X	X
3	Coal	✓	X	X
4	Commerce	X	X	X
5	Consumer Affairs	X	✓	X
6	Corporate Affairs	✓	✓	X
7	Culture	X	X	X
8	Defence	X	X	X
9	DoPT	X	X	X
10	Earth Science	X	X	X
11	Env. & Forest	X	X	X
12	Expenditure	X	X	X
13	Fertilizers	✓	✓	✓
14	Food & PD	✓	✓	X
15	Health & FW	✓	X	X
16	HRD	X	X	X
17	MHA	X	X	X
18	I&B	✓	X	X
19	IP&P	✓	X	X
20	Labour	X	X	X
21	Legal Affairs	✓	X	X
22	Mines	✓	X	X
23	MSME	X	X	X
25	P&NG	X	X	✓
26	Posts	X	X	X
27	Power	✓	X	X
28	RT&H	X	X	X
29	Rural Dev.	X	X	X
30	S&T	✓	✓	✓
31	Shipping	X	X	X
32	SJ&E	X	X	X
33	Steel	X	X	X
34	Supply Division	✓	✓	✓
35	Telecom	✓	X	X
36	Tribal Affairs	X	X	X
37	UPSC	X	X	X
38	Urban Dev.	X	X	X
39	Water Resources	✓	X	X
40	WCD	X	X	X
41	YA&S	✓	X	X