

No.4/3/2013-CS-I(D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

Lok Nayak Bhavan, New Delhi
The 24th June, 2013

OFFICE MEMORANUM

Subject: Promotion to the grade of Deputy Secretary - Furnishing of Personal Information .

The undersigned is directed to say that the Under Secretaries of CSS whose names figure in the **Annexure** are likely to be considered for promotion to the Selection Grade (Deputy Secretary) of CSS on ad-hoc basis against the vacancies to arise on 1.7.2013. They are, therefore, requested to furnish information in the enclosed format to the undersigned by e-mail (**parveen1961@yahoo.co.in/gokulrout2010@live.in**) which should reach CS.I Division by 28.6.2013 in connection with their placement on promotion to the grade of Deputy Secretary on ad-hoc basis.

2. It may be noted that seeking option is only for the purpose of assisting this Department in deciding the posting and this should not any way be construed as right for claiming posting of choice.

3. Vacancies will be available in the Ministries/Departments of Legal Affairs(1), Agriculture & Cooperation(1), Defence(2), Higher Education(1), UPSC(1), Consumer Affairs(1), Environment & Forests(1), Water Resources(1) and Financial Services(1).

4. The officers may furnish their personal particular in the format at Annexure-II to CS-I Division, DOP&T through the Ministry/Department concerned. The information furnished in the format should tally with the information available in the web based cadre management system. If the information in the web based cadre management system is not up to date, it should first be updated/corrected before submitting the form.


(G C Rout)

Under Secretary to the Government of India
Email: gokulrout2010@live.in
Tele.No.24629413
Fax: 24629413/24629414

To

1. Ministries/Departments concerned.
2. Officers concerned.

| ANNEXURE | | | | | | | |
|----------|------|---------|--------------|--------------------|-----------|-----|---------------------|
| S.N. | CSL | STATUS | Present USSL | Name | D/O/B | CAT | Cadre where working |
| 1 | 5883 | REGULAR | 2003 | Man Mohan Pipil | 12-Feb-63 | SC | RTH |
| 2 | 5885 | REGULAR | 2003 | K. Chandra Singha | 12-Apr-65 | ST | Telecomm. |
| 3 | 5887 | REGULAR | 2003 | Joseph Luikham | 14-Nov-59 | ST | Env.& Forests |
| 4 | 5889 | REGULAR | 2003 | Vijay Singh | 05-Jul-59 | SC | Civil Aviation |
| 5 | 5891 | REGULAR | 2003 | Om Prakash | 21-Apr-55 | SC | UPSC |
| 6 | 5892 | REGULAR | 2003 | S. Nicholas Kujur | 11-Nov-60 | ST | Food & P.D. |
| 7 | 5894 | REGULAR | 2003 | Satya Prakash Arya | 18-Apr-64 | SC | Rural Dev. |
| 8 | 5900 | REGULAR | 2003 | Ashok Kumar Dogra | 23-May-62 | SC | Minority Affairs |
| 9 | 5912 | REGULAR | 2003 | K. Gin Khan Thang | 01-Jan-60 | ST | Water Resources |

PERSONAL INFORMATION

CSL NO. _____

| | | |
|----|-----------------------------|--|
| 1. | Name | |
| 2. | Designation | |
| 3. | Date of Birth | |
| 4. | Present Ministry/Department | |
| 5. | Contact Number | |
| 6. | Educational Qualification | |

7. Experience(including deputation details)

| Designation(since joining Government service) | Ministry/Deptt/Orgn(including deputation details) | From (DD-MM-YY) | To (DD-MM-YY) |
|---|---|-----------------|---------------|
| | | | |
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Note: The information furnished in the format should tally with the information available in the web based cadre management system. If the information in the web based cadre management system is not up to date, it should first be updated/corrected before submitting the form.

9. Preferences for posting(Maximum three choices)

| S.No. | Ministry/Department | Reason(s) |
|-------|---------------------|-----------|
| 1. | | |
| 2. | | |
| 3. | | |

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and up to date.

Date

(Signature of the Officer)
Name(For Administration Division of the Ministry/Department)Forwarded

It is certified that the details of the officer in the web based cadre management is complete, correct and up to date.

Signature
Name
Designation