

5/7/2015-CS.I(U)
Government of India
Ministry of Personnel, Public Grievances and Pensions,
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi,
Dated: 29th July, 2015.

OFFICE MEMORANDUM

Subject: Rotational Transfer of Under Secretaries of CSS.

The undersigned is directed to refer to the revised rotational transfer policy published in the web site of this Department vide O.M. No. 21/2/2009-CS.I (P) dated 16.7.2015. It is now proposed that in the first instance to carry out rotational transfer of Under Secretaries who have completed six years or more in the same Ministry/ Department. The cut of date for counting the tenure is 1.7.2015. In the first phase, officers equal in number in both the Groups A and B are considered for transfer. As there are more officers in Group A Ministries who have completed six year tenure than the officers who have completed tenure in Group B Ministries, only equal number of officers on the basis of tenure have been shortlisted for rotational transfer. The list of Under Secretaries thus prepared for rotational transfer is as indicated in Annexure-I and Annexure-II to this O.M. The list does not include officers within two years of superannuation and likely to be promoted within one year.

2. Ministries/ Departments and officers concerned may check the information in **Annexure-I and Annexure-II** and bring to the notice of this Department urgently if there is any discrepancy in the list.

3. The list of vacancies in both the Groups is at **Annexure-III**. The Officers indicated in the list are also requested to indicate their preferences for posting in the enclosed format at **Annexure-IV** which should reach CS.I Division by 5.8.2015. The posting will be decided in terms of the revised rotational transfer policy as under:

- (i) Ministries/Departments have been categorized into Group A and Group B for posting/transfer.
- (ii) RTP provides tenure of six years for US in a Ministry/Department, including tenure rendered in any other designation in the same Ministry/Department. In Group A, certain Ministries qualify for a reduced tenure by one year;
- (iii) An officer shall be transferred from Group A to Group B and Group B to Group A as the case may be.
- (iv) An officer who is to be transferred out from the current Ministry/Department on completion of prescribed tenure or for want of vacancy of the transferring post as the case may be may also opt


for posting in a Ministry/Department in the other Group where he/she had earlier served subject to the condition that there is a gap of period which is equal to tenure prescribed for the grade of US in that Ministry;

- (v) Option for posting: The officers may furnish three choices in the appropriate Group.
- (vi) Options will be submitted only through e-mail at uscs1-dopt@nic.in
- (vii) The Placement Committee will recommend posting of officers on the basis of seniority, preference and past posting etc;

5. The officers concerned should also ensure that their data is complete in all respects in the web based cadre management system at cscms.nic.in if the data is not complete it should be first got updated before submitting option.

6. After issue of rotational transfer orders as above, the remaining USs who have completed the requisite tenure of six years or serving in Ministries/ Departments qualifying for reduced tenure would be considered for rotational transfer.

7. Ministries/ Departments concerned should keep themselves ready to relieve the officers immediately on issue of orders by this Department. It is also brought to the notice of the Ministries/ Departments that in terms of RTP, this Department will issue transfer orders on the last working day of the week and the officers concerned are required to report to the allocated Ministry/ Department on the first working day of the next week.


(V. Srinivasaragavan)

Under Secretary to the Govt. of India
Tele.: 24622365

To
Ministries/ Departments concerned
Officers concerned

(through website of this Department)

**Officers presently posted in Group A Ministries and required to give option for posting in
Group B Ministries**

S.No.	CSL #	Name (Shri/Smt.Ms.)	Select List Year	Date of Birth	Min. / Deptt.	Date since working in the
1	5399	PREM PARKASH	2009	15 Feb 1960	DEFENCE	27 Sep 2007
2	5819	NARESH KUMAR ARORA	Adhoc	30 Jul 1963	HOME AFFAIRS	29 Nov 2007
3	5961	SHARDENDU S PRASAD	2008	12 Jan 1959	RURAL DEVELOPMENT	26 Feb 2008
4	5962	T NARASIMHAN	2008	25 May 1962	HOME AFFAIRS	21 Jan 2008
5	5973	SANJAY KUMAR SINGH	2008	17 Aug 1962	DEFENCE	23 Jan 2008
6	5992	K MURALI	2008	05 Jul 1961	DEFENCE	23 Jan 2008
7	5998	KAMLESH KUMAR SINHA	2008	20 Jun 1964	DEFENCE	23 Jan 2008
8	6014	D V KAMESHWARA RAO	2008	30 Aug 1963	WOMEN & CHILD DEVELOPMENT	18 Jan 2008
9	6018	ASHOK KUMAR DAS	2008	24 Nov 1961	AGRICULTURE & COOPERATION	25 Jan 2008
10	6024	NIRAJ KUMAR SINHA	2008	20 Dec 1964	AGRICULTURE & COOPERATION	21 Jan 2008
11	6038	DHARAMVIR SHARMA	2008	26 May 1964	UNION PUBLIC SERVICE COMMISSION	01 Jul 2008
12	6044	BHARAT BHUSHAN BHAGAT	2008	17 Jul 1962	AGRICULTURE & COOPERATION	31 Jan 2008
13	6056	RABINDRA PRASAD GUPTA	2008	02 Feb 1965	HOME AFFAIRS	04 Feb 2008
14	6136	G SRINIVASAN	2009	18 Oct 1965	PERSONNEL & TRAINING	04 Jul 2008
15	6137	ASHISH KUMAR	2009	28 Oct 1959	DISINVESTMENT	30 May 2008
16	6138	BIMAL KUMAR	2009	25 May 1967	DEVELOPMENT OF NORTH EASTERN	01 May 2008
17	6139	BRAJESH SIKKA	2009	14 Mar 1960	HOME AFFAIRS	30 Apr 2008
18	6142	DIPTA BHANU DAS	2009	26 Apr 1964	UNION PUBLIC SERVICE COMMISSION	10 Apr 2008
19	6145	RENU KAKKAR	2009	28 Nov 1959	EXPENDITURE	10 Apr 2008
20	6147	SEKHAR RANJAN AMIN	2009	02 Jan 1962	DEFENCE	30 Apr 2008
21	6151	KIRTI VARDHAN	2009	07 Apr 1961	AGRICULTURE & COOPERATION	17 Apr 2008
22	6155	S SUDHA	2009	04 Jul 1961	HOME AFFAIRS	25 Apr 2008
23	6159	POORNIMA MALIK	2009	03 May 1962	Water Resources, River Development and Ganga	02 Jul 2008
24	6166	ANIL BHANDULA	2009	12 Feb 1965	SCIENCE & TECHNOLOGY	10 Apr 2008
25	6167	HEMANTA KUMAR PATTANAİK	2009	01 Aug 1961	WOMEN & CHILD DEVELOPMENT	10 Apr 2008
26	6172	ANIL KUMAR GUPTA	2009	22 Apr 1962	DEFENCE	30 May 2008
27	6178	JAYAKRUSHNA SAHU	2009	25 Oct 1965	SOCIAL JUSTICE & EMPOWERMENT	10 Apr 2008
28	6184	GOPAL KRISHNA SHUKLA	2009	05 Sep 1959	HOME AFFAIRS	10 Apr 2008
29	6200	SUNDER PAL SINGH TEOTIA	2009	11 Jul 1966	DEFENCE	07 Jul 2008

S.No.	CSL #	Name (Shri/Smt.Ms.)	Select List Year	Date of Birth	Min. / Deptt.	Date since working in the
30	6207	DEBANJANA RAY	2009	15 Oct 1961	DEFENCE	09 Jul 2008
31	6209	VINOD KRISHAN VERMA	2009	14 Mar 1963	ADMINISTRATIVE REFORMS & PUBLIC	07 Jul 2008
32	6215	BEENA ELIZABETH CHAKRAVARTY	2009	31 Aug 1963	BIO-TECHNOLOGY	01 Jul 2008
33	6383	RAJIV MALIK	2009	23 Nov 1964	SCIENCE & TECHNOLOGY	01 May 2007
34	6896	RAMA KRISHNA MEDISETTY	2011	16 Jun 1974	RURAL DEVELOPMENT	23 Sep 2005
35	7234	PRADIP KUMAR PAL	2011	31 Dec 1962	STATISTICS & PROGRAMME	12 Apr 2007
36	8586	MUKESH RAI	2014	10 Mar 1967	DEFENCE	30 Jul 2005
37	8677	HILARIUS KUJUR	2013	10 Aug 1957	HOME AFFAIRS	28 Feb 2007

Officers presently posted in Group B Ministries and required to give option for posting in Group A Ministries

S.No.	CSL #	Name (Shri/Smt.Ms.)	Select List Year	Date of Birth	Min. / Deptt.	Date since working in the Min./Deptt.
1	8206	CHITRA SHARMA	2013	13 Apr 1958	COMMERCE	6-Jun-06
2	6016	BALAM SINGH BHANDARI	2008	23 Oct 1958	Environment,Forest and Climate Change	20-Jun-08
3	6169	MD SHAKEEL SHAMSI	2009	04 Jan 1959	HEALTH & FAMILY WELFARE	10-Apr-08
4	6185	SATYA BRATA MAHAPATRA	2009	31 Dec 1959	Environment,Forest and Climate Change	2-Jul-08
5	6129	V T JOSEPH	2009	02 Jan 1960	CULTURE	29-Apr-08
6	5974	AKHIL CHANDRA JHA	2008	03 Jul 1961	COMMERCE	23-Jan-08
7	6123	R LAKSHMI DEVI	2008	25 Aug 1961	COMMERCE	31-Dec-08
8	6058	ARUN KUMAR SINGH	2008	03 Sep 1961	POWER	23-Jan-08
9	6189	RENU ARORA	2009	12 Sep 1962	INFORMATION & BROADCASTING	9-Jul-08
10	6046	MANOJ SINHA	2008	02 Feb 1963	HEALTH & FAMILY WELFARE	4-Feb-08
11	6004	RAJESH JAISWAL	2008	25 Feb 1963	URBAN DEVELOPMENT	25-Jan-08
12	6177	MANMOHAN KAUR	2009	21 Mar 1963	HEALTH & FAMILY WELFARE	10-Apr-04
13	6216	SHISHIRA KUMAR NANDA	2009	04 Apr 1963	FOOD PROCESSING INDUSTRY	18-Jul-08
14	6040	SUBHASH CHANDER	2008	05 Jun 1963	PLANNING COMMISSION	29-Jan-08
15	6194	PRADEEP KUMAR SUREKA	2009	13 Jun 1963	OVERSEAS INDIAN AFFAIRS	1-Sep-08
16	6020	SUDHIR KUMAR	2008	22 Jun 1963	HEALTH & FAMILY WELFARE	18-Jan-08
17	6052	HARI MOHAN KUNDLIA	2008	15 Aug 1963	Youth Affairs and Sports	23-Jan-08
18	6050	MALTI RAWAT	2008	06 Sep 1963	Environment,Forest and Climate Change	17-Jan-08
19	5990	DEEPANKAR DUTTA	2008	03 Nov 1963	CULTURE	28-Jan-08
20	7138	S V R RAMANA	2011	09 Jan 1964	URBAN DEVELOPMENT	3-Oct-05
21	6026	BALRAM PRASAD BIMAL	2008	07 May 1964	CORPORATE AFFAIRS	1-Jul-08
22	6002	MRITYUNJAYA KUMAR MISHRA	2008	26 Jun 1964	MICRO, SMALL & MEDIUM ENTERPRISES	29-Feb-08
23	6192	SUDARSHAN LAL SHAH	2009	25 Jul 1964	INFORMATION & BROADCASTING	17-Jul-08
24	6176	AMOD KUMAR TIWARI	2009	15 Aug 1964	Human Resource Development	26-May-08
25	6213	ANAND UPADHYAY	2009	09 Oct 1964	REVENUE	2-Jul-08
26	6158	SHAMBHU SHARAN KUMAR	2009	25 Dec 1964	COMMERCE	10-Apr-08
27	7338	RAKESH KUMAR	2012	12 Mar 1965	TELECOMMUNICATION	2-Apr-08
28	6128	PRADEEP KUMAR SINGH	2008	01 Jul 1965	URBAN DEVELOPMENT	6-Jun-08

S.No.	CSL #	Name (Shri/Smt.Ms.)	Select List Year	Date of Birth	Min. / Deptt.	Date since working in the Min./Deptt.
29	6132	LAKSHMI KANT TRIVEDI	2009	20 Nov 1965	CORPORATE AFFAIRS	21-Apr-08
30	6174	SANJAY KUMAR SINGH	2009	25 Jul 1966	ECONOMIC AFFAIRS	30-Jun-08
31	8180	K CHELLAPPAN RAJU		28 May 1967	COMMERCE	12-Nov-08
32	5976	JITENDAR KUMAR MEHAN	2008	15 Jul 1968	FINANCIAL SERVICES	4-Feb-08
33	6479	DAYA SHANKAR	2009	05 Oct 1968	COMMERCE	14-Mar-08
34	7102	DHIRENDRA KUMAR PURBEY	2011	06 Jan 1969	SHIPPING	20-Jul-98
35	8338	GOPAL	2013	12 Aug 1969	INFORMATION & BROADCASTING	5-Jul-05
36	7160	RAMESH CHANDRA SETHI	2011	03 May 1971	SHIPPING	1-Jul-07
37	6817	HARISH KUMAR WADHWA	2010	15 Jun 1973	STEEL	25-Aug-06

Vacancies for furnishing options

Group A Ministries/ Departments

S.No.	Min. / Deptt.	Vacancies
1	ADMINISTRATIVE REFORMS & PUBLIC GRIEVANCES	1
2	AGRICULTURE & COOPERATION	4
3	BIO-TECHNOLOGY	1
4	DEFENCE	9
5	DEVELOPMENT OF NORTH EASTERN REGION	1
6	DISINVESTMENT	1
7	EXPENDITURE	1
8	HOME AFFAIRS	7
9	PERSONNEL & TRAINING	1
10	RURAL DEVELOPMENT	2
11	SCIENCE & TECHNOLOGY	2
12	SOCIAL JUSTICE & EMPOWERMENT	1
13	STATISTICS & PROGRAMME IMPLEMENTATION	1
14	UNION PUBLIC SERVICE COMMISSION	2
15	Water Resources, River Development and Ganga Rejuvenation	1
16	WOMEN & CHILD DEVELOPMENT	2

Total

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Group B Ministries/ Departments

S. No	Min. / Deptt.	Vacancies
1	COMMERCE	6
2	CORPORATE AFFAIRS	2
3	CULTURE	2
4	ECONOMIC AFFAIRS	1
5	Environment, Forest and Climate Change	3
6	FINANCIAL SERVICES	1
7	FOOD PROCESSING INDUSTRY	1
8	HEALTH & FAMILY WELFARE	4
9	Human Resource Development	1
10	INFORMATION & BROADCASTING	3
11	MICRO, SMALL & MEDIUM ENTERPRISES	1
12	OVERSEAS INDIAN AFFAIRS	1
13	PLANNING COMMISSION	1
14	POWER	1
15	REVENUE	1
16	SHIPPING	2
17	STEEL	1
18	TELECOMMUNICATION	1
19	URBAN DEVELOPMENT	3
20	Youth Affairs and Sports	1

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OPTION FORM

Name:

Designation:

CSL No.:

Date of Birth:

Present Min./Deptt.:

Contact No.:

Options for posting:

(i)

(ii)

(iii)

It is certified that my data available in the web based cadre management system is complete, correct and upto date.

Date: