

No.5/7/2015-CS.I(U)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

2nd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi-3
Dated the 1st July, 2016.

OFFICE MEMORANDUM

Subject: Rotational Transfer of Under Secretaries of CSS posted in outstation offices under different Ministries/Departments—regarding

The undersigned is directed to refer to the revised Rotational Transfer Policy (RTP) published on the website of this Department vide O.M. No. 21/2/2009-CS.I(P) dated 16th July, 2015. In terms of the revised RTP, for Under Secretary and above level vacancies in offices located outside Delhi, CS.I Division will invite applications from willing officers. On the basis of applications received, an officer will be posted with the approval of the competent authority keeping in view the posting profile of the officer/his family circumstances requiring posting to the particular station, etc. The tenure of the officer in the outstation posting will be five years.

2. There are many Under Secretaries of CSS presently posted in outstation offices and some of them may have completed their outside tenure under the Rotational Transfer Policy. This Department does not have readily available list of all such Under Secretaries of CSS who are presently posted in outstation offices under administrative control of different Ministries/Departments, except the recent ones.

3. All Ministries/Departments are, therefore, requested to please intimate the names of Under Secretaries of CSS posted in outstation offices under their administrative control who have completed their tenure under rotational transfer policy so that necessary steps may be taken to implement the RTP in respect of these outstation posts. This may exclude the post of POE at outstation offices under Ministry of Overseas Indian Affairs (MOIA), now merged with Ministry of External Affairs (MEA), where Under Secretaries of CSS are under deemed deputation with MEA during the transition period of six months and will report back to CS.I Division for further posting.

4. The information may be given in the Proforma given below, latest by **08.07.2016** :-

S.No.	Name/CSL No.	Name and Address of outstation office under Ministry/ Department	Date since posted at outstation office



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To,

All Ministries/Departments (through website of this Department)