

F.No.6/19/2015-CS-I (S)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

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2nd Floor, A Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi.  
Dated: 14<sup>th</sup> October, 2016.

**OFFICE MEMORANDUM**

Subject: Filling up of vacant posts in Section Officer grade of CSS in cadre units of CSS -  
reg.

The undersigned is directed to say that this Department has been receiving a large no. of requests for posting of SOs in their Ministries/Departments against vacancies caused by retirement/promotions etc.

2. It may be appreciated that presently there is an overall shortage in the grade of Section Officer as the vacancies are not being filled up due to various reasons such as non-declaration of results of LDCE 2015 by UPSC and court cases.
3. In view of above, this Department is not in a position to post Section Officers at present.
4. The Ministries/Departments, may, however explore possibility of utilizing services of ASOs against the vacancies of SOs. As per Para 27 (Chapter VI) of EMOP, in conventional sections, Senior Assistants (now ASOs) with more than five years of service can submit all their cases to the branch officers. In appropriate cases, ASOs with less than five years service may also be permitted to submit cases directly to branch officers.
5. This issues with the approval of Joint Secretary.

  
(Chandra Shekhar)

Under Secretary to the Govt. of India  
Tel: 011-24624046

To

All the Ministry/Departments of Government of India  
Under Secretary (Admn./Estt.)