

Reminder-I

No.5/2/2015-CS.I(U)
Government of India
Ministry of Personnel, PG and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi-110003

Dated the 08th June, 2015

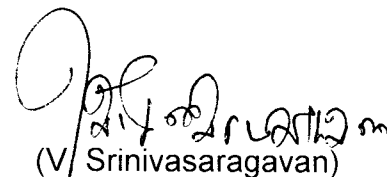
OFFICE MEMORANDUM

Subject: Promotion of Section Officers of Central Secretariat Service (CSS) to Grade I (Under Secretary) – Furnishing of CR dossiers, vigilance clearance, etc.

The undersigned is directed to refer to this Department's O.M. of even number dated 31.03.2015 on the subject mentioned above (uploaded on web-site www.persmin.nic.in → **DoPT** → **Central Secretariat** → **CSS** → **Promotions** → **Promotion (Regular)** → **SO to US**), and to say that Ministries/ Departments concerned were requested to furnish (i) complete CR dossiers, (ii) vigilance status, (iii) status of imposition of penalty, if any, (iv) ACRs/ APARs disclosure certificate and (iv) personal information in respect of the officers as mentioned in Annexures I & II of the abovementioned O.M.

2. CR dossier and other requisite information in respect of large number of officers as mentioned in **Annexure** have not yet been received. It may be appreciated that this Department will be able to finalize DPC proposal only after information in respect of all officers has been received. To avoid any further delay, it is imperative that CR dossier and the requisite information is furnished urgently.

3. Ministries/ Departments concerned are therefore, once again requested to furnish complete and upto date CR dossier and other requisite information in respect of the officers as mentioned in Annexure in enclosed **Proformae** latest by 12.06.2015.


(V. Srinivasaragavan)

Under Secretary to the Government of India
Tele:24629412

To

Ministries/Departments concerned

Annexure

Sl. No.	CSL No.	Name S/Shri/Smt.	Date of birth	SO SL	Present posting (Ministry/Department)	Vigilance status	Whether penalties imposed	APAR dossier	APAR disclosure certificate	Personal information
1	9132	Jnanatosh Roy	01/06/1967	2007	Cabinet Secretariat	Received	Received	Received	Received	Not Received
2	8784	Pulok Sen Gupta	11/03/1971	2006	Civil Aviation	Not Received	Not Received	Not Received	Not Received	Not Received
3	8874	V.P. Rajvedi	12/01/1967	2006	Commerce	Received	Received	Received	Not Received	Received
4	9122	Harit Kumar Shakya	07/10/1977	2007	Commerce	Received	Received	Received	Not Received	Received
5	9128	Vinod Kumar	08/08/1969	2007	Corporate Affairs	Received	Received	Received	Received	Not Received
6	8768	Anurag Goel	26/12/1973	2006	Expenditure	Received	Received	Received	Received	Not Received
7	8778	Soumyajit Ghosh	11/10/1974	2006	Expenditure	Received	Received	Received	Received	Not Received
8	8798	Pramod Kumar Verma	28/11/1975	2006	Expenditure	Received	Received	Received	Received	Not Received
9	8838	Aditya Narayan	01/04/1972	2006	Expenditure	Received	Received	Received	Received	Not Received
10	8854	Sanjay Kumar	05/12/1968	2006	Expenditure	Received	Received	Received	Received	Not Received
11	9126	Ram Kishan Trehan	01/04/1957	2007	Food & Public Distribution	Not Received	Not Received	Not Received	Not Received	Not Received
12	8780	Kundan Nath	01/06/1969	2006	Higher Education	Not Received	Not Received	Not Received	Not Received	Not Received
13	8804	Vikas Tripathi	10/01/1972	2006	Higher Education	Not Received	Not Received	Not Received	Not Received	Not Received
14	9136	Vijay Kumar	14/07/1962	2007	Higher Education	Not Received	Not Received	Not Received	Not Received	Not Received
15	8770	Niraj Singh	02/11/1973	2006	Home Affairs	Not Received	Not Received	Not Received	Not Received	Not Received
16	8808	Dilip Kumar	04/01/1972	2006	Home Affairs	Not Received	Not Received	Not Received	Not Received	Not Received
17	8860	Manish Ranjan Shrivastav	04/10/1975	2006	Home Affairs	Not Received	Not Received	Not Received	Not Received	Not Received
18	9135	Surinder Rani	08/02/1957	2007	Home Affairs	Not Received	Not Received	Not Received	Not Received	Not Received
19	9150	Ram Raj	15/08/1957	2007	Home Affairs	Not Received	Not Received	Not Received	Not Received	Not Received
20	9148	Puran Chand	10/12/1957	2007	Labour & Employment	Received	Received	Received	Received	Not Received

Sl. No.	CSL No.	Name S/Shri/Smt.	Date of birth	SO SL	Present posting (Ministry/Department)	Vigilance status	Whether penalties imposed	APAR dossier	APAR disclosure certificate	Personal information
21	9158	Arun Kumar	23/10/1968	2007	Labour & Employment	Received	Received	Not Received	Not Received	Not Received
22	9140	Shiv Nandan Kumar	15/02/1966	2007	Micro Small & Medium Enterprises	Not Received	Not Received	Not Received	Not Received	Not Received
23	8870	Pothuraju Vinay Kumar	08/06/1970	2006	Mines	Not Received	Not Received	Not Received	Not Received	Not Received
24	9124	Rajender Singh Sidhu	01/05/1975	2007	Mines	Not Received	Not Received	Not Received	Not Received	Not Received
25	8818	Rajesh Sarswat	01/07/1970	2006	Personnel & Training	Received	Received	Received	Not Received	Not Received
26	8836	Anil Bajpai	29/12/1973	2006	Personnel & Training	Received	Received	Received	Not Received	Not Received
27	9130	Balasubramanian P.	26/05/1964	2007	Personnel & Training	Received	Received	Not Received	Not Received	Not Received
28	9145	V.K. Khuttan	14/04/1957	2007	Personnel & Training	Received	Received	Not Received	Not Received	Not Received
29	9156	Vidyawati	15/08/1972	2007	Power	Not Received	Not Received	Not Received	Not Received	Not Received
30	8800	Shameem Uddeen Ansari	11/07/1976	2006	Rural Development	Not Received	Not Received	Not Received	Not Received	Not Received
31	9118	Ashok Kumar	15/07/1972	2007	Rural Development	Received	Received	Received	Not Received	Received
32	8842	Shanti Negi	12/10/1968	2006	Science & Technology	Received	Received	Received	Received	Not Received
33	8868	Sarala Devi P.P.	30/11/1955	2006	Science & Technology	Received	Received	Received	Received	Not Received
34	9161	Gokul Chand	22/06/1962	2007	Science & Technology	Received	Received	Received	Received	Not Received
35	8788	Arvind Kumar Jha	20/11/1969	2006	Staff Selection Commission	Not Received	Not Received	Not Received	Not Received	Not Received
36	8806	Milind Mujumdar	12/11/1971	2006	Staff Selection Commission	Not Received	Not Received	Not Received	Not Received	Not Received
37	9141	Shiv Charan	11/11/1956	2007	Supply	Not Received	Not Received	Not Received	Not Received	Not Received
38	8826	Anupam Pandey	30/05/1971	2006	Urban Development	Not Received	Not Received	Received	Not Received	Not Received
39	9144	Nar Singh Chauhan	03/07/1958	2007	Urban Development	Received	Received	Received	Not Received	Received
40	9151	Arun Kumar	01/07/1964	2007	Urban Development	Received	Received	Received	Not Received	Received

PROFORMA – I

Sl. No.	Name of the officers	CSL No.	Whether clear from vigilance angle or not. Indicate Clear/Not Clear as the case may be. If not clear please provide complete details	Minor/major penalties imposed, if any, since 1.7.2005	Whether the officer has been on deputation, long leave, long term training during the select list period or absorbed in any organization (please indicate period of deputation/ date of absorption).
			(This information should also be updated by the nodal officer concerned in the Vigilance module of Web Based Cadre Management System at cscms.nic.in)		Also indicate if resigned, took VRS or expired and date of occurrence of event

(Signature of the officer certifying the above details)

Name, designation: _____

Date: _____

C E R T I F I C A T E

It is certified that the action as under has been completed in respect of the following officers in the zone of consideration for USSL-2015:

(i) provisions of DoP&T's OM No. 21011/1/2005-Estt.(A)(Pt.II) dated 14.5.2009 regarding disclosure of APARs have been complied with; and,

(ii) action in terms of DoP&T's OM No. 21011/1/2010-Estt.A dated 13.4.2010 has been completed regarding below benchmark grading in ACRs prior to the reporting period 2008-09 and objective consideration of representation by the competent authority against remarks in the APAR concerned. A copy of the decision of the competent authority disposing representation has also been placed in the ACR/APAR dossier of the officer (wherever applicable).

List of officers in the zone of consideration:

Sl.No.	CSL No.	Name	Date of Birth	Remarks if any

Signature: _____

Name & Designation of the officer: _____

Ministry/Department: _____

Telephone No. _____

PERSONAL INFORMATION

1.	Name	
2.	CSL No.	
3.	Designation	
4.	Date of Birth	
5.	Present Ministry/Department	
6.	Personal contact number	
7.	Educational qualification	

8. Experience (including deputation details)

Note: The information furnished here should exactly tally with the information available in the web based cadre management system. If the information in the web based system is not up to date, that should be first corrected through nodal officer/ DoPT before submitting this form. For any guidance in this regard, officers may contact Shri Satya Prakash, SO, DoPT at Tele: 24629414.

Designation	Ministry/Department (including deputation details)	Period	
		From	To

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.

(Signature of the officer)

Name: _____

Date: _____

(For Admin. Division of 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.

The officer is clear from vigilance angle.

Signature:
Name:
Designation:

Date: _____