

IMMEDIATE

No.5/7/2016-CS.I(U)
Government of India
Ministry of Personnel, Public Grievances & Pension
(Department of Personnel & Training)

2nd Floor, LokNayakBhawan,
Khan Market, New Delhi-3

Dated the 06th July, 2016

OFFICE MEMORANDUM

Subject: Posting of regular Under Secretary and posting on promotion to the grade of Under Secretary on regular/ ad-hoc basis – seeking options – regarding.

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The undersigned is directed to say that it is proposed to promote 16 officers to the grade of US on ad-hoc basis against the existing vacancies. In addition, posting of 12 officers who are under posting in CS Division and posting of one officer who has been included in USSSL-2013 is also to be decided.

2. The vacancies proposed to be filled up and the officers who are to be considered for posting are given in the **Annexures** to this OM. The vacancies include vacancies on account of existing vacancies and the retirement / deputation / long terms training vacancies etc. Ministries/ Departments are requested to verify the vacancy position and in case of any discrepancy the same may be brought to the notice of this Department immediately.

3. **The officers are requested to exercise their option for posting by 12.00 PM on 08.07.2016.** The options may be submitted at the e-mail address given below as per enclosed proforma. Posting of officers will be decided in terms of Rotational Transfer Policy. Officers who have been retained in their present Ministry/ Department are requested not to submit their option for posting.

4. **Web Based Cadre Management System**: 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 through the nodal officer of the Ministry/ Department / CS.I Division before submitting the option. **If the data is not complete in the web based system, the officer concerned will not be considered for promotion / posting.**



(Raju Saraswat)

Under Secretary to the Government of India

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To: Officers concerned (through website of this Department)

Vacancies in US grade in Ministries / Departments

Ministries/Departments	Group	Total vacancy	Retention if any	To be filled through options
Agriculture, Cooperation & Farmers Welfare	A	2	1	1
Home Affairs	A*	1	1	0
Labour & Employment	A	1	1	0
Minority Affairs	A	1	--	1
Personnel & Training	A*	4	2	2
National Commission for Scheduled Tribes	A	1	--	1
Union Public Service Commission	A	2	1	1
Civil Aviation	B	2	--	2
Commerce	B	2	2	0
Consumer Affairs	B	1	--	1
Environment & Forests	B	1	--	1
Financial Services	B	1	--	1
Food & Public Distribution	B	2	--	2
Food Processing Industries	B	1	--	1
Health & Family Welfare	B	1	1	0
Mines	B	1	--	1
Petroleum & Natural Gas	B	1	1	0
Power	B	1	--	1
Shipping	B	1	--	1
Skill Development & Entrepreneurship	B	2	--	2
Total		29	10	19

Annexure-IIList of Under Secretaries under posting in CS Division, DoP&T

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. In case of promotion	Date of Birth (DD/MM/YY)	Present posting/ cadre from where went on deputation/ training/ long leave etc.	Group	Date since working in the current Min/Department	Tenure completed in the Min./Deptt.	Remarks
1	6390	Birendra Kumar Singh (USSL-2009)		28/01/1966	Administrative Reforms & Public Grievances	A*	31/05/2010 (was on NIFM training for 2 years)	4 yrs. 1 mth.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
2	6467	Shivendra Chaturvedi (USSL-2009)		02/01/1968	Information & Broadcasting	B	07/09/2010 (was on NIFM training for 2 years)	3 yrs. 9 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.B only.
3	6598	Lalan Prasad Sharma (USSL-2010)		20/01/1970	Water Resources	A	18/06/2010 (was on NIFM training for 2 years)	4 yrs.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
4	6616	Gopal (USSL-2010)		16/07/1969	Union Public Service Commission	A	31/05/2010 (was on NIFM training for 2 years)	4 yrs. 1 mth.	Did not complete the prescribed tenure. To be retained against an existing vacancy.
5	6698	Renu Singh (USSL-2010)		12/10/1965	Agriculture & Cooperation	A	01/10/2010 (was on NIFM training for 2 years)	3 yrs. 3 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
6	6950	Preeti Khanna (USSL-2011)		19/01/1970	Investment & Public Asset Management	A	21/08/2011 (was on NIFM training for 2 years)	2 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
7	7023	Umesh Pande (USSL-2011)		30/06/1967	Water Resources	A	04/03/2013 (was on NIFM training for 2 years)	1 yr. 4 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.

8	7029	Harpreet Singh (USSL-2011)		05/05/1968	Labour & Employment	A	01/09/2011 (was on NIFM training for 2 years)	2 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
9	7041	Sunil Kumar Jain (USSL-2011)		26/07/1966	Urban Development	B	01/09/2011 (was on NIFM training for 2 years)	2 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.B only.
10	7142	Jai Prakash (USSL-2011)		28/10/1970	Home Affairs	A*	25/08/2011 (was on NIFM training for 2 years)	2 yrs. 10 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
11	7251	Arvind Kumar Mishra (USSL-2012)		05/09/1964	Panchayati Raj	A	30/10/2012 (was on NIFM training for 2 years)	1 yr. 8 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
12	7320	N.P. Shulka (USSL-2013)		05/01/1968	Administrative Reforms & Public Grievances	A*	17/03/2016	3 mths.	May give option for Gp.A only.

Officers to be considered for promotion to US grade

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. In case of promotion	Date of Birth (DD/MM/YY)	Present posting/ cadre from where went on deputation/ training/ long leave etc.	Group	Date since working in the current Min./Department	Tenure completed in the Min./Deptt.	Remarks
1	7835	A.K. Ghosh (USSL-2013)		14/09/1966	Urban Development	B	03-Jan-94	22 yrs. 6 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A only.
2	8977	Dilip Sitaramji Kumbhare	ST	01/07/1959	Telecommunications	B	05-Feb-13	3 yrs. 5 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
3	9163	Balachandran B.S.	Gen	11/07/1962	Expenditure	A*	31-Oct-11	4 yrs. 8 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A & B.
4	9165	Lakshmi Subramanian	Gen	19/04/1963	Industrial Policy & Promotion	B	02-Nov-11	4 yrs. 8 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
5	9167	Panchalam Soundararajan	Gen	11/05/1962	Labour & Employment	A	14-Nov-11	4 yrs. 7 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
6	9169	Chandra Kishore Shukla	Gen	18/01/1979	Expenditure	A*	02-Nov-11	4 yrs. 8 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A & B.
7	9171	K. Srinivasan	Gen	30/07/1964	Personnel & Training	A*	03-Nov-11	3 yrs. 8 mths. (on dept w.e.f. 14.7.2014)	Did not complete the prescribed tenure. To be retained against existing vacancy.
8	9173	S. Muthukumar	Gen	05/04/1964	Commerce	B	09-Nov-11	4 yrs. 1 mths. (on dept w.e.f. 1.1.2015)	Did not complete the prescribed tenure. To be retained against existing vacancy.
9	9177	Mahendra Vikram Singh	Gen	28/11/1974	Commerce	B	18-Nov-11	4 yrs. 7 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.

10	9179	Poulose E.V.	Gen	22/04/1957	Personnel & Training	A*	01-Nov-11	4 yrs. 8 mths.	Less than 2 years to retire. To be retained against existing vacancy.
11	9181	Bhanu Lali	Gen	07/12/1964	Supply Division	B	04-Nov-11	4 yrs. 8 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A only.
12	9183	Satish Kumar Singh	Gen	14/01/1975	Home Affairs	A*	14-Nov-11	4 yrs. 7 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.
13	9185	N. Thyagarajan	Gen	07/05/1962	Rural Development	A	02-Nov-11	4 yrs. 8 mths.	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp.A & B.
14	9187	Vijay Prakash Dwivedi	Gen	04/03/1961	Petroleum & Natural Gas	B	18-Nov-11	4 yrs. 7 mths. (on dept w.e.f. 3.6.2014)	Did not complete the prescribed tenure. To be retained against existing vacancy.
15	9189	Dilawar Singh Rawat	Gen	15/11/1963	Labour & Employment	A	11-Aug-06	9 yrs. 10 mths.	Completed the prescribed tenure. To be posted out. May give option for Gp.A & B.
16	9199	Bihari Lal	SC	20/04/1964	Personnel & Training	A*	08-May-06	10 yrs. 1 mth.	Completed the prescribed tenure. To be posted out. May give option for Gp.A & B.
17	9263	Om Prakash	SC	15/11/1963	Health & Family Welfare	B	03-Nov-11	4 yrs. 8 mths.	Did not complete the prescribed tenure. To be retained against existing vacancy.

Proforma for exercising preference for posting

CSL No. _____

1.	Name	
2.	Designation	
3.	Date of Birth	
4.	Present Ministry/Department	
5.	Personal contact number	
6.	Office contact number	

7. Preferences for posting (Maximum three choices):

S.No.	Ministry/Department
I.	
II.	
III.	

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)