

Immediate

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

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2<sup>nd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi-3

Dated the 16<sup>th</sup> June, 2016

**OFFICE MEMORANDUM**

Subject: Vacancy in the grade of Under Secretary of CSS in Ministries/  
Departments – reg.

The undersigned is directed to say that ad-hoc promotions in the grade of Under Secretary are to be made shortly. Some Under Secretary grade officers are also likely to return from training programme by the beginning of July, 2016.

2. All the Ministries/Departments are requested to please intimate the sanctioned strength vis-à-vis the vacancy position in the grade of Under Secretary as on 30.06.2016 in order to reconcile the vacancy position maintained in this Department. The information may be given in the Proforma given below, latest by 22.06.2016.

Sanctioned Strength in the grade of Under Secretary	Number of Under Secretaries <u>in position</u>	Vacancies as on <u>30.06.2016</u>



(Raju Saraswat)

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To: All the Ministries/Departments (through website of this Department)