

IMMEDIATE

No. 25/1/2013-CS-II(B)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi – 110 003.
Dated the 22nd October 2013

OFFICE MEMORANDUM

Subject: Web based software for CSSS/CSCS-reg.

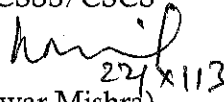
The Ministries/Departments are aware that a web-based cadre management system for CSSS/CSCS has been posted in the test server at <http://10.21.145.125>. This Department vide reminders have requested all the participating Ministries/Departments of Central Secretariat Stenographers' Service to fill in the data/details in respect of the CSSS/CSCS personnel working in that Ministry/Department. It was also requested to forward a printout of the data sheet duly certified for its correctness both by the individual officer and the Ministry/Department concerned may be forwarded to CS-II Division for records.

2. However, even after a lapse of considerable time, data has not been updated satisfactorily by some of the cadre units viz. Ministry of Petroleum, Civil Aviation, Tribal Affairs, Tribal Affairs, Mines, Health, Minority Affairs, I&B, Rural Development, IP&P and Power. It may be emphasized in this regard that the development of the web based cadre management system has been taken up by this Department in a time-bound manner. The progress of this working is being constantly monitored. It is therefore, requested that the concerned cadre units take up this activity on priority basis.

3. With a view to review the difficulties being faced by the cadre unit in submission of data, a meeting is being taken by Ms. Vandana Sharma, Director(CS-II) on 25.10.2013 at 11.00 am. The meeting will be held in the chamber of Director(CS-II) i.e. Room No. 348, 3rd Floor, Lok Nayak Bhawan, New Delhi.

4. The meeting will be held in phases. Deputy Secretaries/Under Secretaries of the cadre units as mentioned in Annexure to this OM are requested to attend the meeting on appointed day and time.

5. While updation of data by other Ministries/Departments is satisfactory, the remaining cadre units are requested to fully update the data in respect of remaining CSSS/CSCS personnel working in those cadre units.


(Kameshwar Mishra)

Under Secretary to the Govt. of India
Tel: 24623157

To

The concerned Ministries/Departments.

Annexure

S.No.	Name of Cadre Unit
1.	Petroleum & NG
2.	Civil Aviation
3.	Tribal Affairs
4.	Mines
5.	Health & FW
6.	Minority Affairs
7.	I&B
8.	Rural Dev
9.	IP&P
10.	Power

Ministry/Department may bring the following data:

Name of the Ministry _____

S.No.	Grade	Sanctioned strength in the cadre unit	Present incumbent	No. of officials in respect of whom data completed and sent to DoP&T	No. of officials in respect of whom data yet to be completed and sent to DoP&T
CSSS					
1.	PSO/Sr.PPS				
2.	PPS				
3.	PS				
4.	PA				
5.	Steno. 'D'				
CSCS					
6.	Ad-hoc Assistant				
7.	Regular UDC				
8.	Ad-hoc UDC				
9.	LDC				