

MOST IMMEDIATE

No.5/30/2010-CS-II(C)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

3rd floor, Lok Nayak Bhavan,
Khan Market, New Delhi-110003.
Dated the 9th September, 2010.

OFFICE MEMORANDUM

Subject: Fixation of range of seniority for promotion from Steno Grade 'D' to Steno Grade 'C' (PA) of CSSS for the Select List Year 2009.

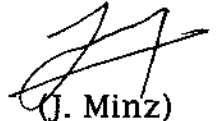
The undersigned is directed to say that the nomination of Stenos Grade 'D' for appointment as Stenos Grade 'C' of CSSS against the Seniority Quota vacancies for the Select List 2007 & 2008 has already been made vide this Department's O.M. No.5/1/2010-CS.II(C) dated 10.08.2010 and 30.08.2010 respectively. On the basis of information furnished to this Department by the Cadre Units, it has been decided to fix the 'range of seniority' (zone of promotion) for making additions to the Select List of Stenos Grade 'C' of CSSS against Seniority Quota vacancies for the Select List Year 2009 as follows:

General Category	All unabsorbed Stenos Grade 'D' of the previous zones and Stenos Grade 'D' upto the CSL No. 375(SL-1984) of the CSL of Stenos Grade 'D' of CSSS, issued by this Department vide O.M. No. 20/23/2005-CS-II dated 31.7.2006.
SC Category	All unabsorbed Stenos Grade 'D' of Select List 1994 & 1995.
ST Category	All Stenos Grade 'D' who have completed 5 years of 'approved service' as on 1.7.2009.

2. As the Cadre Units may be aware that consequent upon cadre restructuring of CSSS in the year 2005, a large number of posts in Steno Grade 'C' of CSSS became available. Pending filling up of these posts/vacancies through normal modes of recruitment prescribed under the rules, these posts/vacancies have been filled up on ad-hoc basis, in administrative interest/exigencies. In this regard, attention is invited to this Department's O.M. No.5/11/2006-CS.II dated 12.10.2006 and subsequent O.M.s through which Stenos Grade 'D' of CSSS were nominated/re-nominated for appointment as Steno Grade 'C' of CSSS on ad-hoc basis. Some of the officials being covered now for regular promotion to Steno Grade 'C' of CSSS within the 'zone of promotion' prescribed above have already been promoted as Steno Grade 'C' of CSSS on ad-hoc basis in their own cadre and some have been nominated to other cadres.

3. All the Cadre Units of CSSS are requested to place the cases of all eligible Stenographers Grade 'D', who are covered within the prescribed 'zone of promotion' and who have not yet been included in the Select List of Steno 'C' of CSSS, before the Departmental Promotion Committee to assess their suitability or otherwise for promotion to the Steno Grade 'C' of CSSS. It is further requested that the recommendations of the Departmental Promotion Committee along-with vigilance clearance in respect of all the eligible officer(s) concerned who are working in their cadres including those who have been transferred from other cadres to their cadre on their ad-hoc promotion to Steno Grade 'C' of CSSS, may be furnished to this Department in the enclosed **Annexures - I, II & III** latest by **15.10.2010**.

4. Cadre Units are also requested to furnish a list of officers (in the enclosed **Annexure-IV**), if any, figuring in the 'zone of promotion' who have already been promoted through earlier Select List(s).



Under Secretary to the Government of India
24623157

Encl: As above

To

All the 39 Cadre Units of CSSS.

ANNEXURE-I TO O.M. No. 5/30/2010-CS-II(C) DATED 9.9.2010.

NAME OF THE CADRE UNIT:

PARTICULARS OF STENO GR. 'D' BELONGING TO GENERAL CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF STENO GR. 'C' OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2009.

S.No.	Name	Date of Birth	Select List year of the Steno Gr. 'D' of CSSS	S. No. in the CSL of Steno Gr. 'D'	Whether considered suitable for inclusion in the Select List of Steno Gr. 'C' of CSSS	Whether clear from Vigilance angle	Parent Cadre of transferred Officer(s), wherever applicable
1	2	3	4	5	6.	7.	8.

Signature of Under Secretary:

Name:

Stamp:

ANNEXURE-II TO O.M. No. 5/30/2010-CS-II(C) DATED 9.9.2010.

NAME OF THE CADRE UNIT:

PARTICULARS OF STENO GR. 'D' BELONGING TO SC CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF STENO GR. 'C' OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2009.

S.No.	Name	Date of Birth	Select List year of the Steno Gr. 'D' of CSSS	S. No. in the CSL of Steno Gr. 'D'	Whether considered suitable for inclusion in the Select List of Steno Gr. 'C' of CSSS	Whether clear from Vigilance angle	Parent Cadre of transferred Officer(s), wherever applicable
1	2	3	4	5	6.	7.	8.

Signature of Under Secretary:

Name:

Stamp:

ANNEXURE-III TO O.M. No. 5/30/2010-CS-II(C) DATED 9.9.2010.

NAME OF THE CADRE UNIT:

PARTICULARS OF STENO GR. 'D' OF CSSS BELONGING TO ST CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF STENO GR. 'C' OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2009.

S.No.	Name	Date of Birth	Select List year of the Steno Gr. 'D' of CSSS	S. No. in the CSL of Steno Gr. 'D'	Whether considered suitable for inclusion in the Select List of Steno Gr. 'C' of CSSS	Whether clear from Vigilance angle	Parent Cadre of transferred Officer(s), wherever applicable
1	2	3	4	5	6.	7.	8.

Signature of Under Secretary:

Name:

Stamp:

ANNEXURE-IV TO O.M. No. 5/30/2010-CS-II(C) DATED 9.9.2010.

NAME OF THE CADRE UNIT:

LIST OF STENO GRADE 'D' FIGURING IN THE ZONE WHO HAVE ALREADY BEEN PROMOTED THROUGH EARLIER SELECT LIST.

S.No.	Name	Category (Gen./ SC/ST)	S. No. in the CSL of Steno Gr. 'D', wherever applicable	Year of Select List (SQ/DE to be specified)	Present cadre	Remarks
1	2	3	4	5	6	7

Signature of Under Secretary:

Name:

Stamp: