

No.4/2/2014-CS-I(D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

Lok Nayak Bhawan, New Delhi -110003
22nd August, 2014.


OFFICE MEMORANDUM

Subject: Promotion of Grade-I (Under Secretary) officers of CSS to the Selection Grade (Deputy Secretary) on ad-hoc basis and posting of Directors on return from leave—Furnishing of personal information

The undersigned is directed to say that further ad-hoc promotions of officers of Grade-I (Under Secretary) of CSS to the Selection Grade (Deputy Secretary) are likely to be made shortly. Further some Directors who have returned from leave are also to be posted. The details of such officers are at **Annexure-I**. The vacancies in DS/Director grade of CSS as on 01.09.2014 are at **Annexure-II**.

2. The officers may send their self attested personal particulars in the format at **Annexure-III** to Under Secretary, CS-I (D), Department of Personnel and Training through fax number given below by 26.08.2014.

3. The officers on deputation may also furnish their willingness for availing of the ad-hoc promotion.


(Parminder Singh)

Under Secretary to the Government of India
Telefax: 24629413

To

1. Officers Concerned as listed at Annex.I

ANNEXURE-I

Under Secretaries to be considered for promotion to DS grade on ad-hoc basis

S.No	CSL No.	Name (Sh./Smt./Ms.)	DOB	Min/Deptt
1	5370	Poornima Rajendran	21-May-60	OnDeputation to Telecom.
2	5373	T.K. Gulati	09-Feb-56	UPSC
3	5375	Davinder Pal Singh	28-Jul-58	HRD
4	5376	M.K. Choudhury	16-Apr-63	Health & FW
5	5377	Sumita Das Gupta	20-Dec-58	Food & PD
6	5380	Irene Cherian	09-Jul-60	Labour & Emp.
7	5381-A	Sadhana Khanna	28-Oct-60	Agriculture & Coop
8	6086	Dharam Pal	17-Jul-59	Defence
9	6098	Sudhir Chandra Jana	14-Apr-64	Defence
10	6102	Kashi Nath	08-Jun-63	FPI
11	6113	Kamal Kishore	30-Jan-61	Environment & Forests
12	6114	Ram Lakhan	01-Jun-56	Commerce
13	6126	Suresh Kumar	26-May-67	Commerce

Directors reported to the cadre for posting after leave

S.No	Name (Sh./Smt./Ms.)
1	Preeti Srivastava
2	Kalpana Narain

Vacancies available as on 01.09.2014

Sno	Ministry/Deptt	vacancy
1	ARPG	1
2	Agriculture & Coop.	1
3	AYUSH	1
4	Cabinet Secretariat	1
6	Defence	2
7	Economic Affairs	1
9	Health & FW	1
10	MHA	1
11	HRD	1
12	Inter State Council Secretariat	1
14	Public Enterprises	1
15	Shipping	1
16	RTH	1
17	Tourism	1
18	UPSC	2
19	Urban Development	2
	Total	19

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)

Designation (since joining Govt service)	Ministry/Deptt/Orgn (including deputation details)	From (DD-MM-YY)	To (DD-MM-YY)

Note: The information furnished in the format should tally with the information available in the web based cadre management system. If the information in the web based cadre management system is not up to date, it should first be updated/corrected before submitting the form.

9. Preference for posting (Maximum three choices)

S.No.	Ministry/Deptt	Reasons
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.

(Signature of the officer)

Date: