

F.No. 21/13/2015-CS.I (P)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Personnel & Training)

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Lok Nayak Bhawan, New Delhi  
Dated 01<sup>st</sup> February, 2016

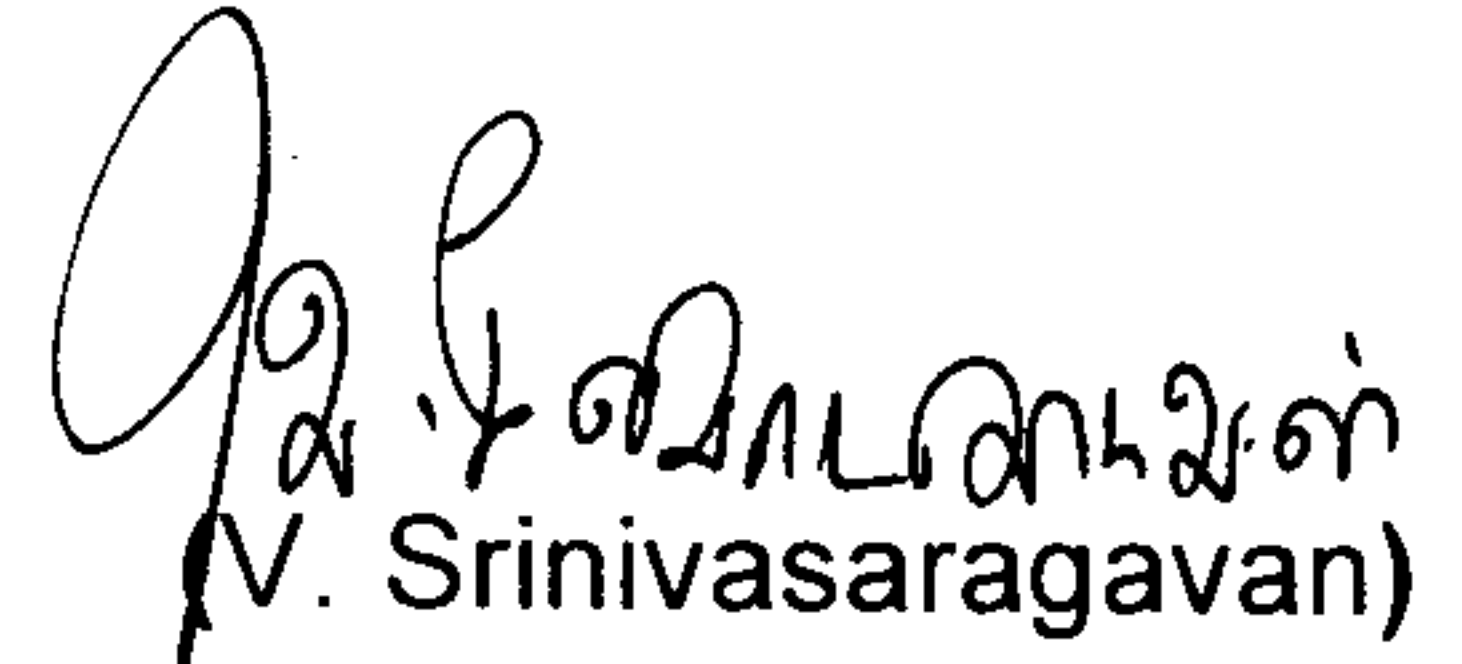
**Office Memorandum**

Subject: - "Anubhav"- showcasing outstanding work done during service- submission of details by the retiring employees regarding.

The undersigned is directed to refer to this Department's O.M. of even number dated 05<sup>th</sup> November, 2015, 07<sup>th</sup> December, 2015 and 04<sup>th</sup> January, 2016 on the subject mentioned above and to state that the write-ups in respect of the CSS/CSSS officers, **as mentioned in Annexure-I**, are yet to be accepted/published on the "Anubhav Portal".

2. HoO and HoD of the Ministries/Departments concerned are requested to kindly scrutinize the pending write-ups for acceptance/publication at the earliest.

3. All Ministries/Department are also requested to impress upon CSS/CSSS officers retiring within a period of six months to submit a write-up providing details of their work that has contributed to the efficiency, economy and effectiveness of Government functioning or/and any innovation which led to improved work culture or any other contribution considered significant. Link to Anubhav Portal is available in the Home page of this Department's website at persmin.nic.in → DoP&T → Anubhav.

  
(V. Srinivasaragavan)

Under Secretary to the Government of India

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To

Joint Secretary (Admn)  
All Ministries/Departments.

**Annexure-I**

<b>S. No.</b>	<b>Name of the Officer</b>	<b>Designation</b>	<b>Department/Ministry</b>
1	Shri Arun Malik	Director	Department of Posts
2	Shri Shakti Singh	Private Secretary	Ministry of Labour & Employment
3	Ms. Krishna Sasidharan	Section Officer	Department of Agriculture & Cooperation
4	Ms. Janki Bhandari	Section Officer	Department of Higher Education
5	Shri Krishan Kumar Sharma	Section Officer	Ministry of Environment & Forests
6	Shri Ved Parkash Arya	Section Officer	Ministry of Labour & Employment
7	Shri M. Kalimuthu	Section Officer	Ministry of Petroleum & Natural Gas
8	Shri Tara Chand Choudhary	Section Officer	Ministry of Water Resources
9	Shri Baldev Raj	Assistant Section Officer	Department of Commerce
10	Shri Vijay Pal	Junior Secretariat Assistant	Ministry of Labour & Employment