

No. 21/1/2014-CS-I(S)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

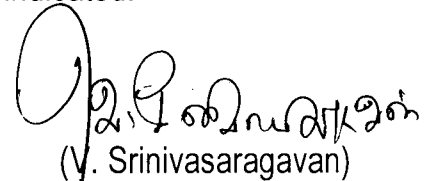
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2<sup>nd</sup> Floor, Lok Nayak Bhavan,  
New Delhi -110003, the 28<sup>th</sup> May, 2015

**OFFICE MEMORANDUM**

Subject : Posting of a Section Officer in Branch Secretariat, Bengaluru under the cadre controlling of Department of Legal Affairs - regarding

The undersigned is directed to refer to Department of Legal Affairs OM No. A-22020/02/2014-Admn.IV(LA) dated 18.5.2015 vide which they have requested to post a Section Officer in Branch Secretariat, Bengaluru. As this post is a out station post, the same is required to be filled up in terms of provisions laid down in proposed revised RTP.

2. The Cadre Units of CSS are, therefore, requested to forward applications along with the personal particulars in the enclosed format in respect of willing Section Officers of Central Secretariat Service(CSS) to consider them for the aforesaid vacancy by **12<sup>th</sup> June, 2015** positively. While forwarding the application, vigilance status of the officer should also be indicated.

  
(V. Srinivasaragavan)

Under Secretary to the Government of India  
Tele: 2462 9412

To,  
All Cadre Units of CSS,

## BIO – DATA

Name of post - Section Officer  
at **Branch Secretariat, Bengaluru**

1.	Name of officer	
2.	Designation	
3.	Date of Birth	
4.	Present Ministry/Department	
5.	Educational qualification	
6.	Contact number	

7. Experience (including deputation details) :

**Note** : The information furnished here should exactly tally with the information available in the web based cadre management system. If the information in the system is not upto date that should be first corrected before submitting this form.

S. No.	Grade	Ministry/ Department	Period		Subject dealt (in brief)
			From	To	

**Certified that I have verified the data in respect of me in the web based cadre management system and the date available therein is correct and upto date.**

Date : \_\_\_\_\_

(signature of the applicant)

Name :

(For Adm. Division of Ministry/Department)

Forwarded.

It is certified that the details of the officer in the web based cadre management is complete, correct and upto date.

The officer is clear from vigilance angle.

Signature :

Name :

Signature :

Date : \_\_\_\_\_