

No.4/11/2015-CS-I(D)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel & Training)

Lok Nayak Bhawan, New Delhi -110003  
Dated the 21<sup>st</sup> January , 2016


**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 of CSS on return from leave or other reasons - Furnishing of personal information thereof.

The undersigned is directed to say that promotions of officers of Grade-I (Under Secretary) of CSS to the Selection Grade (Deputy Secretary) on ad-hoc basis alongwith posting of Directors of CSS are likely to be made shortly.

2. The officers who are to be considered for promotion/posting is at **Annexure-I**. Details of vacancies in DS/Director grade of CSS is at **Annexure-II**.

3. The officers may exercise their choices **as per RTP** latest by 25.01.2016 in the format at Annexure-III. The options should be furnished to Under Secretary, CS-I (D), Department of Personnel and Training through e-mail (uscsoned@gmail.com ) and Fax. If option is not received from the officers who are in cadre by 25.01.2016, it will be presumed that the officer has no specific choice and posting will be decided by the Placement Committee accordingly. In case the officers who are on deputation do not furnish their choices by the stipulated time, it will be presumed that they are not willing to be repatriated to the cadre to avail ad-hoc promotion and their names will be considered in future only on receipt of written communication conveying their repatriation to the cadre.



(Biswajit Banerjee)  
Under Secretary to the Government of India  
Telefax: 24629413

To

1. Officers listed at Annex.I

## Posting of Director of CSS

No	CSL No.	Name of the officer (S/Shri/Ms.)	Date of Birth	Present Min/ Deptt/ Office/Gr.
1	3756-A	S.K. Jha, Director	02.10.1967	Under posting from UPSC (Gr. A)
2	4254	Mohanadasan P. , Director	15.03.1959	Returned from deputation, DRT, Kerala

## Officers likely to be promoted to the Grade of DS on ad-hoc basis

No	CSL No.	Name of the officer (S/Shri/Ms.)	Date of Birth	Present Min/ Deptt/ Office/Gr.	Posted continuously since
1	5683	Indira Sharma	02.09.1958	Disinvestment (Gr.A)	02.04.2007
2	5686	G. Rajeev	10.07.1964	On deputation as DS, MEA from Niti Aayog (Gr.B)	20.11.2015
3	5688	M.P. Rama Rao	04.08.1956	DOPT (Gr.A)	01.05.2007
4	5690	A. Radha Rani	15.09.1962	Urban Development (Gr.B)	19.04.2007
5	5691	Neeraj Kataria	22.05.1958	Power (Gr.B)	29.03.2007
6	5692	Shashi Pal	23.07.1965	Water Resources (Gr.A)	30.03.2007
7	5694	Prem Prakash Gupta	28.11.1962	Home (Gr.A)	11.06.2007
8	5746	Gauri S. Nair	10.04.1958	On deputation to Cochin Port Trust from M/o Shipping (Gr.B)	19.05.2015
9	5747	Neerajan Chaudhary	23.01.1963	Revenue (Gr.B)	19.07.2007
10	5749	Praveen Chand Dhasmana	08.04.1964	Defence (Gr.A)	12.07.2007
11	5751	Naveen Yadav	21.10.1961	WCD (A)	11.07.2007

Tentative vacancies in DS/Director Grade of CSS as on 01.02.2016

Sno	Ministry/Deptt	Group	Vacancy
1	MHA	A	1
2	Posts	A	1
3	Rural Development	A	1
4	RGI	A	1
5	UPSC	A	1
6	Urban Development	B	2
7	Skill Development	B	1
8	HRD	B	2
9	Niti Aayog	B	1
10	Health & FW	B	2

**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.

Date:

(Signature of the officer)