

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 12th July, 2016

OFFICE MEMORANDUM

Subject: Promotion of Grade-I (Under Secretary) officers of CSS to the Selection Grade (Deputy Secretary) on ad-hoc basis along with posting of three Directors and one Deputy Secretary - Furnishing of personal information thereof.

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

2. The details of officers who are under posting in CS Division is at Annexure-I and list of officers who are to be considered for promotion is at **Annexure-II**. Details of vacancies that will be available on 01.07.2016 (one vacancy will arise w.e.f. 15.07.16) in DS/Director grade of CSS is at **Annexure-III**.

3. The officers may exercise their choices **as per RTP** latest by 14.07.2016 (01:00 PM) in the format at **Annexure-IV**. The options should be furnished to Under Secretary, CS-I (D), Department of Personnel and Training through e-mail (uscsoned@gmail.com). If option is not received from the officers who are in the cadre by the stipulated time, it will be presumed that the officer concerned 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 willingness to be repatriated to the cadre to avail promotion.

4. The officers before submission of options should ensure that data in their respect is complete and update in the web based cadre management system (cscms.nic.in). If the data is not complete, it should be first got updated before submission of option.



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

To
Officers listed at Annex.I

Annexure-I

***List of DS/Dir. under posting in CS Division, DoPT**

S. No	CSL No.	Name of the officer (S/Shri/Ms.)	Date of Birth	Present posting/ cadre from where went on deputation /training/ long leave etc.	Group	Posted continuously since	Tenure/ period in the Ministry	Remarks
1	3630	G.N.Singh	02.06.64	M/o Consumer Affairs	B	06.08.2008	>5yrs	Completed the prescribed tenure. May exercise option for Gp. A only.
2	4149-A	Ajay Kumar Kanoujia	16.06.66	MHA	A	22.12.1997	>5 yrs	Completed the prescribed tenure. May exercise option for Gp. B only.
3	4420-A	P.K.Tamarkar	26.06.65	NCM	A	06.06.2014	Immediately proceeded on training to NIFM	Did not complete the prescribed tenure. However, there is no vacancy and is to be posted out. May exercise option for Gp. A only.
4	4887-A	S.K.Ranjan	19.05.73	M/o Mines	B	30.6.2014 (on dep. w.e.f. 3.12.15)	1 yr 5 mths	Did not complete the prescribed tenure. However, there is no vacancy and is to be posted out. May exercise option for Gp. B only.

*The list is tentative in nature and subject to change.




Annexure-II

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

S. No.	CSL No.	Name of the officer (S/Shri/Ms.)	Date of Birth	Present posting/ cadre from where went on deputation /training/ long leave etc.	Group	Posted continuously since	Tenure/ period in the Ministry	Remarks
1	5326	Geetha Nair	24.04.63	Pensions & Pensioners Welfare	A	06.03.2006	>5 yrs	Completed the prescribed tenure. To be posted out. May exercise options from remaining vacancies.
2	5786	D.K.Sengupta	14.04.58	DOPT	A	22.07.2013	3 yrs	Did not complete the prescribed tenure. To be retained.
3	5793	Pranab Biswas	07.10.64	MHA	A	01.09.2000	>5 yrs	Completed the prescribed tenure. To be posted out. May exercise options from remaining vacancies.
4	5797	Raman Kant Sood	30.04.64	Rural Development	A	31.07.2007	> 5 yrs	Completed the prescribed tenure. To be posted out. May exercise options from remaining vacancies.
5	5798	Alka Joshi	01.02.61	Defence	A	03.08.2007	> 5 yrs	Completed the prescribed tenure. To be posted out. May exercise options from remaining vacancies.

**The list is tentative in nature and subject to change.



Annexure-III

*****List of Available vacancies in DS/Director Grade of CSS as on 01.07.2016**

S. No.	Ministry/Deptt	Group	Total Vacancy	Retention case	Net Vacancy
1	Animal Husb. & Dairying	A	1	0	1
2	DOPT	A	*1	1	0
3	SJE	A	1	0	1
4	Commerce	B	2	0	2
5	IPP	B	1	0	1
6	New & Ren. Energy	B	1	0	1
7	Power	B	1	0	1
8	Telecommunications	B	1	0	1
		Total	9	0	8

*Vacancy will be available w.e.f. 15.07.2016

***The list is tentative in nature and subject to change.



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: