

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 19th April, 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 a Deputy Secretary -
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 along with posting of a Deputy Secretary are likely to be made shortly.

2. The officers who are to be considered for promotion/posting is at **Annexure-I**. Details of vacancies that will be available on 01.05.2016 in DS/Director grade of CSS is at **Annexure-II**.

3. The officers may exercise their choices **as per RTP** latest by 21.04.2016 (01:00 PM) 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). If option is not received from the officers who are in the cadre by 21.04.2016, 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 repatriate 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 repatriate 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.



(Raju Saraswat)

Under Secretary to the Government of India
Telefax: 24629413

To

Officers listed at Annex.I

Annexure-I**Posting of D.S. of CSS**

S. No	CSL No.	Name of the officer (S/Shri/Ms.)	Date of Birth	Present Min/ Deptt/ Office/Gr.	Posted continuously since	Remarks
1	5774	Manisha Bhatnagar	04.10.1961	Expenditure (A)	01.04.2016	Choice required either from Gr. A or from Gr. B

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 Min/ Deptt/ Office/Gr.	Posted continuously since	Remarks
1	5383	Sudarshan Mendiratta	09.07.1966	Water Resources (A)	11.4.2013	Choice required either from Gr. A or from Gr. B
2	5640A	Sitaram Yadav	15.06.1972	On dep. to DPO on 03.10.2011 from UPSC (A)	29.9.2011	Retention case
3	5669	Arun Choudhury	29.02.1960	Health & FW(B)	30.4.2007	Choice required from Gr. A
4	5679	Bandana Banerjee	14.01.1958	Chem. & Petrochem. (B)	01.07.2007	Choice required from Gr. A
5	5761	Vanita Sood	30.12.1964	On dep. to Prasar Bharti on 08.08.2013 from Culture (B)	23.07.2007	Choice required from Gr. A
6	5782	Prema Bhatt	24.11.1958	Consumer Affairs (B)	14.08.2007	Choice required from Gr. A
7	5783	Pijush Dasgupta	18.04.1962	Commerce (B)	31.07.2007	Choice required from Gr. A
8	5784	R.V.Pandala	20.05.1969	UPSC (A)	13.07.2007	Choice required either from Gr. A or from Gr. B
9	5785	Jaideep Roy Choudhury	10.10.1963	Defence (A)	16.08.2007	Choice required either from Gr. A or from Gr. B

Annexure-II

Available vacancies in DS/Director Grade of CSS as on 01.05.2016

S. No.	Ministry/Deptt	Group	Total Vacancy	Retention case	Net Vacancy
1	Agriculture & Cooperation	A	1	0	1
2	Defence	A	2	0	2
3	UPSC	A	1	0	1
4	Culture	B	1	0	1
5	Economic Affairs	B	1	1	0
6	Environment & Forest	B	1	0	1
7	IPP	B	1	0	1
8	UD	B	2	0	2
		Total	10	1	9

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)