

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 March, 2016

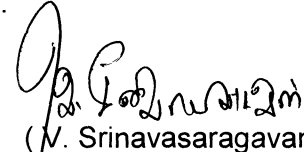
OFFICE MEMORANDUM

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 refer to this Department's OM of even number dated 18.03.2016 on the subject mentioned above and to say that there is a change in the vacancy position of DS/Director grade of CSS as on 01.04.2016. Accordingly, the revised list of officers to be posted/promoted on ad-hoc basis and the revised vacancy position are at Annex.I and Annex.II respectively.

2. The officers may exercise their options **as per RTP** latest by 21.03.2016 (01:00 PM) in the format at Annexure-III. If any officer has already exercised options, he/she may submit revised options if so desires. 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 21.03.2016, it will be presumed that the officer concerned has no specific option and posting will be decided by the Placement Committee accordingly. In case the officers who are on deputation do not furnish their options 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.

3. 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.



(V. Srinavasagaravan)
Under Secretary to the Government of India
Telefax: 24629413

To

1. Officers listed at Annex.I

Posting of a Deputy Secretary 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	5481	Ajit Kumar	10.08.1960	Labour & Employment (A)	19.03.2015	Choice required either from Gr.(A) or 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	5773	Arun Kumar Kailoo	13.01.1964	Defence (A)	30.7.2007	Choice required either from Gr.(A) or Gr.(B)
2	5774	Manisha Bhatnagar	04.10.1961	DOPT (A)	19.8.2014	Choice required either from Gr.(A) or Gr.(B)
3	5775	Sushil Kumar Kalra	02.03.1966	Scientific & Industrial Research (A)	13.7.2007	Choice required either from Gr.(A) or Gr.(B)
4	5776	Subir Kumar Dey	27.12.1958	UPSC (A)	16.7.2007	Choice required either from Gr.(A) or Gr.(B)
5	5777	Ajit Kumar Sahoo	20.10.1961	MHA (A)	09.07.2007	Choice required either from Gr.(A) or Gr.(B)
6	5779	Ravindra Singh	15.10.1965	Revenue (B)	13.07.2007	Choice required from Gr. (A)
7	5781	Rajive Sabharwal	26.09.1961	Youth Affairs (B)	07.08.2007	Choice required from Gr. (A)

Available vacancies in DS/Director Grade of CSS as on 01.04.2016

S. No.	Ministry/Deptt	Group	Total Vacancy	Retention case	Net Vacancy
1	ISCS	A	1	0	1
2	Labour & Employment	A	1	0	1
3	SJE	A	1	0	1
4	Expenditure	A	1	0	1
5	MHA	A	1	0	1
6	NITI Aayog	B	1	0	1
7	Petroleum & NG	B	1	0	1
8	Steel	B	1	0	1
		Total	8	0	8

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)