

No.6/4/2014-CS-II(C)
Government of India.
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110 003.
Date: 21st August, 2014.

OFFICE MEMORANDUM

Subject: Recruitment of Stenographers Grade 'D' in CSSS through Stenographers Grade 'C' & 'D' Examination, 2013 conducted by Staff Selection Commission (SSC) - nomination of qualified candidates - reg.

The undersigned is directed to say that based on the results of the Stenographers Grade 'C' & 'D' Examination-2013, the Staff Selection Commission recommended 157 candidates for appointment as Steno Grade 'D' in CSSS. The examination dossiers of aforesaid 157 (General -52, SC-20, ST-17, OBC-68) candidates have been received in this Department for appointment to the Stenographer Grade 'D' of CSSS for the Select List Year-2013. Accordingly, they are nominated to the different Cadre Units of CSSS as listed in the Annexure to this O.M. in the order of their merit for appointment as Steno Grade 'D' of CSSS.

2. Since these candidates have neither been medically examined nor have their character and antecedents been verified, the Cadre Units are requested to complete their pre-appointment formalities before they are actually appointed as Steno Grade 'D' **latest by 20th September, 2014.**

3. In accordance with 'Instructions for the candidates' relating to this Examination, qualified candidates are required to submit their original certificates for verification to the authority who will give them the Offer of appointment. The appointing authorities may, therefore, call for the original certificates and check the relevant particulars from them regarding date of birth, educational qualifications, claims for OBC/SC/ST/Ex- servicemen/PH and claim in respect of age relaxation. If any discrepancy is found in any particular case, the SSC may be informed accordingly and copy of the same may also be endorsed to this Department.

4. In pursuance of the instructions contained in para 2.5 of the brochure regarding reservation in service for Scheduled Castes and Scheduled Tribes circulated with the Ministry of Home Affairs O.M.No.1/2/61-SCT (I) dated 27th April, 1962, the responsibility for verification of the claims of the SC/ST/OBC candidates is that of the appointing authority. The candidates may, accordingly, be offered appointments provisionally subject to their furnishing the prescribed caste certificate in the prescribed form within a reasonable time, which should be verified by the appointing authority.

5. In cases where the candidates are already employed in the Government offices, the Offer of appointment may be sent to them through their respective offices. **There is no need for the Cadre Units to endorse copies of Offer of Appointment, verification of character and antecedents, etc. to this Department.** However, as soon as a candidate is taken on the strength of the Ministries/Departments after completion of pre-appointment formalities, a copy of his/her Office Order **indicating the date of his/her joining the duty** may be intimated along with his/her **roll number and rank number** to this Department.

6. The Offer of appointment should be sent only by **Registered Post**. If the postal authorities return the letter undelivered, the letter along with the envelope containing remarks by the postal authorities should be retained for record. In such cases, a copy of the Offer of appointment should be **sent to the permanent address of the candidate, if it is different from that of the initial mailing address.**

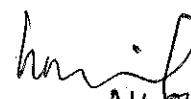
7. At least five weeks time from the date of issue of the Offer of appointment should be given to a candidate to respond to the Offer of appointment. A registered reminder may be sent immediately after the expiry of five weeks time, if necessary. If the candidate does not join duty within 3 months from the date of first letter, his candidature may be cancelled. However, if the candidate further makes a request for extension of joining time and on consideration by the Cadre Unit, it is decided to grant him/her extension beyond 3 months, he/she may be asked to join within the stipulated time and he/she may also be informed that on joining the post his/her seniority would be determined as per provision made in DOP&T O.M. No. 9/23/71-Estt.(D) dated 6.6.78 as amended vide O.M. No.35015/2/93-Estt(B) dated 9.8.1995.

8. The dossiers of candidates are forwarded herewith and these should be retained, on their appointment, in the Ministry/Department/Office, as part of their Service Book. It may specially be noted that the dossier shall be deemed to be authentic only if the photograph of the candidate in the dossier is **EMBOSSSED** with the special stamp of the SSC. Before taking any further action, it may please be ensured that the photograph of the candidate in the dossier is duly embossed and in case any discrepancy is noticed, the matter may be referred to the SSC without any delay.

9. If any candidate fails to report for duty or there is no response or the Offer is declined, after a registered reminder, the Offer of appointment should formally be cancelled and the candidate be informed accordingly. **The dossiers of such candidates should be returned thereafter to the Staff Selection Commission directly under intimation to this Department** after placing a copy each of the Offer of appointment, reminder thereof and the cancellation memo, in the respective dossier. The dossier(s) should be returned under the signature of the officer to whom the same were sent in your office. He/She should also sign the list of dossier(s) which is/are returned with the letter.

10. These Steno Grade 'D' would be nominated for induction training in the ISTM shortly. The dates of the induction training programme would be intimated to all the Cadre Units in due course. All the Cadre Units shall relieve their Stenographers Grade 'D' for the induction training programme at the ISTM as and when they are nominated.

11. All Cadre Units of CSSS are requested to ensure that in case some staff have been outsourced for stenographic assistance by showing the vacancies of Steno Grade 'D', the same may be reduced proportionately keeping in view the number of Steno Grade 'D' nominated to the respective Cadre Units. **The Financial Advisers of all the Cadre Units are also requested to ensure that outsourced stenographic assistance is proportionately reduced as the nominated Steno Grade 'D' join in the Cadre Unit.**



(Kameshwar Mishra)

Under Secretary to the Govt. of India
Telefax : 24623157

Encl: _____ Dossier

To

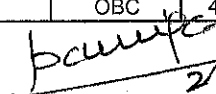
The Under Secretary (Admn.) of the concerned Cadre Units of CSSS **with the request to endorse only the copy of the Office Order of the candidates taken on the strength of their Ministry/Department.**

Copy to:

Internal Finance Division of all Cadre Units of CSSS – w.r.t. para 11 of this O.M.

ANNEXURE TO O.M. NO. 6/4/2014-CS.II DATED 21/08/2014

S. No	ROLL NO	NAME OF THE CANDIDATE	CATEGORY	RANK NO.	DATE OF BIRTH	CADRE WHERE NOMINATED
1	2201016679	JITENDRA KUMAR YADUVANSHI	OBC	23	05-01-84	LABOUR
2	2201015845	GUDDU KUMAR	OBC*	36	03-09-88	INFORMATION & BROADCASTING
3	2201502153	NISHITH SHARMA	UR	37	15-11-93	UNION PUBLIC SERVICE COMMISSION
4	2201000128	AKASH VERMA	UR	54	12-04-95	HOME AFFAIRS
5	2201011112	POONAM	UR	64	01-10-90	WEMEN & CHILD DEVELOPMENT
6	2002008489	AMIT	UR	65	10-10-91	EXPENDITURE
7	2201004606	PAWAN KADYAN	UR	81	01-06-92	DEFENCE
8	2003006375	GAURAV KUMAR YADAV	OBC*	101	03-08-94	COMMERCE
9	2201032307	KHAHAIYA KUMAR	OBC*	120	10-09-87	INFORMATION & BROADCASTING
10	2003005658	MOHD AKRAM	OBC*	126	20-03-94	POWER
11	2002007310	INDRAPAL SINGH	SC*	128	15-03-92	SOCIAL JUSTICE & EMPOWERMENT
12	2003005669	SATENDRA SINGH	OBC	130	04-06-88	AGRICULTURE & COOPERATION
13	2201001658	AJAY	SC	133	26-05-87	PERSONNEL & TRAINING
14	2201025124	HEMLATA MATHUR	SC	153	01-10-85	POWER
15	2201016817	PRADEEP SHARMA	OBC*	156	22-12-87	LEGAL AFFAIRS
16	2201022176	SANJAY KUMAR SHARMA	UR	161	06-06-87	TELECOMMUNICATIONS
17	2003000864	ARUN KUMAR	OBC*	170	30-04-94	INFORMATION & BROADCASTING
18	2003009978	AMJAD KHAN	OBC*	198	04-07-90	PLANNING COMMISSION
19	8007002345	AVINASH KUMAR	OBC	216	03-02-93	COAL
20	2201030072	M SHANMUGAM	OBC	217	26-10-85	SCIENCE & TECHNOLOGY
21	2003000866	BABU RAM	OBC*	227	16-05-95	INDUSTRIAL POLICY & PROMOTION
22	2201500150	MANISH GOSAIN	OBC	234	23-04-91	COMMERCE
23	2003004037	JASVEER SINGH	OBC*	238	05-05-95	EXPENDITURE
24	2201021801	PALLAVI VERMA	SC	250	30-05-89	TELECOMMUNICATIONS
25	2201024803	SWETA DHYANI	UR	258	19-07-91	POSTS
26	1601002435	SATESH KUMAR	OBC	264	08-04-94	CIVIL AVIATION
27	2201017752	USHA RANI	SC	265	14-12-86	MICRO SMALL & MEDIUM ENPERTRISES
28	2201020981	MEGHA KHANDURI	UR	272	24-08-90	MINORITY AFFAIRS
29	2003001675	SUNIL KUMAR	UR	285	25-05-92	CIVIL AVIATION
30	2201006474	LALIT MOHAN	OBC	301	06-08-85	INDUSTRIAL POLICY & PROMOTION
31	2003004403	GAURAV SINGH	UR	303	06-07-95	AGRICULTURE & COOPERATION
32	2003005747	KAPIL KUMAR	OBC*	305	02-07-91	PERSONNEL & TRAINING
33	2003002124	KOMAL SINGH	OBC*	307	04-07-93	SUPPLY
34	2003005467	MANISH GAUR	UR	308	05-05-95	INDUSTRIAL POLICY & PROMOTION
35	2201001926	POOJA CHAUHAN	UR	309	30-09-93	SHIPPING
36	2201000058	LALIT KUMAR SHARMA	UR	312	31-01-93	URBAN DEVELOPMENT
37	2201020316	DIVYA CHOPRA	UR	315	14-12-92	MINES
38	2201014191	PAVAN KUMAR MAURYA	OBC	316	30-04-85	HOME AFFAIRS
39	2003002598	ASHEESH KUMAR	UR	317	15-11-94	INDUSTRIAL POLICY & PROMOTION
40	2003004729	RAJEEV KUMAR	SC*	323	05-06-94	DEFENCE
41	1601001606	YUDHISTHAR SHARMA	UR	330	15-07-93	WEMEN & CHILD DEVELOPMENT
42	2003010690	SACHIN KUMAR	UR	335	22-07-94	HOME AFFAIRS
43	2003005275	MONU KUMAR	SC*	339	01-07-95	UNION PUBLIC SERVICE COMMISSION
44	2201017540	NARENDRA KUMAR	UR	348	10-07-94	AGRICULTURE & COOPERATION
45	2201500917	KUNAL NEGI	UR	354	04-01-90	TRIBAL AFFAIRS
46	2201002998	MONIKA	SC	360	19-08-92	FERTILIZERS
47	2201503339	SHEKHAR SUMAN	SC*	361	27-07-89	CIVIL AVIATION
48	2003004807	KM DEEPA	UR	362	20-07-90	MINES
49	2201020855	VIPIN PAWAR	SC	371	21-07-90	HOME AFFAIRS
50	2003003049	SALEEM AHAMAD	OBC*	374	07-10-93	INFORMATION & BROADCASTING
51	2003001702	MOSIM ALI	OBC*	379	21-07-93	TELECOMMUNICATIONS
52	2003009062	KM NEHA	UR	388	01-06-89	DEFENCE
53	2002000093	SHUBHAM GAUD	UR	390	07-10-90	WATER RESOURCES
54	2003001267	RAMA SHARMA	UR	398	26-06-92	INFORMATION & BROADCASTING
55	2201004058	MD AZAD	OBC*	410	18-02-89	CIVIL AVIATION
56	2002007482	RISHI PAL SINGH	OBC	411	03-01-94	DEFENCE


 21/8/14
 (पी. सी. मोंगा)
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57	2003007412	SANDEEP KUMAR CHAUHAN	UR	414	25-08-93	HEALTH & FW
58	2003001211	MOHAMMAD SAQUIB	OBC*	419	01-09-89	UNION PUBLIC SERVICE COMMISSION
59	2201500634	BRIJESH KUMAR	OBC*	420	03-07-93	STEEL
60	2003009565	MUKESH KUMAR	OBC*	428	10-05-92	INFORMATION & BROADCASTING
61	2003007581	MOHAMMAD ARIF	OBC*	441	15-05-94	INDUSTRIAL POLICY & PROMOTION
62	2003003720	SHAKIR HUSAIN	OBC*	442	10-06-91	HOME AFFAIRS
63	2003001505	NAIPAL SINGH	UR	445	02-06-92	INDUSTRIAL POLICY & PROMOTION
64	2003005492	FAEEM AHMAD	OBC*	449	07-06-89	WEMEN & CHILD DEVELOPMENT
65	2003007896	MOHD MOHSIN	UR	453	01-02-91	TELECOMMUNICATIONS
66	2003001501	BHUPENDRA KUMAR	OBC	467	20-05-92	LABOUR
67	2405005091	YOGESH KUMAR ATAL	SC	471	28-11-92	HOME AFFAIRS
68	2003003127	RAJVEER SINGH	OBC	473	05-07-94	SOCIAL JUSTICE & EMPOWERMENT
69	2201500482	GURPREET SINGH	OBC	478	11-11-94	SOCIAL JUSTICE & EMPOWERMENT
70	1601000571	RAJAN KUMAR	OBC	480	03-01-92	EXPENDITURE
71	2201027695	SATISH KUMAR	SC	487	28-08-88	WATER RESOURCES
72	1601000439	SUKHDEV SINGH	SC	492	02-05-92	PERSONNEL & TRAINING
73	2003003405	ARUN KUMAR	OBC	494	25-07-94	WATER RESOURCES
74	2201012327	SAJID HUSAIN	OBC	500	10-07-90	TELECOMMUNICATIONS
75	2003005095	YOGENDRA SINGH	SC	507	10-04-89	FERTILIZERS
76	2201036579	JAI LALITA	SC	510	01-04-92	SECONDARY & HIGHER EDUCATION
77	2201003282	PRITY KUMARI	OBC	512	18-07-91	WEMEN & CHILD DEVELOPMENT
78	2201020535	MAMTA	SC	513	17-09-90	PERSONNEL & TRAINING
79	2201014675	DHIRENDRA GAURAV	OBC	515	05-12-92	ROAD TRANSPORT & HIGHWAYS
80	2201016663	SHAHNAVAZ	OBC	522	22-12-93	INDUSTRIAL POLICY & PROMOTION
81	2201505073	SHAHNAWAZ ZULQUARNAIN	OBC	540	01-01-87	YOUTH AFFAIRS & SPORTS
82	2201006072	SACHIN KUMAR	OBC	548	15-10-83	EXPENDITURE
83	2002002242	MOHD AMIR	OBC	549	08-04-94	FOOD & PD
84	2201003034	PRADEEP KUMAR	SC	554	30-07-87	CULTURE
85	2201504848	NITISH YADAV	OBC	555	21-09-93	HOME AFFAIRS
86	2003002893	NIHARIKA YADAV	OBC	556	08-04-94	TELECOMMUNICATIONS
87	2201504421	KIRTI	OBC	557	13-10-89	WATER RESOURCES
88	2003001612	RAJ KUMAR	SC	559	02-07-92	DEFENCE
89	2201008072	ARUN KUMAR	OBC	560	15-10-91	FOOD & PD
90	2002005293	SHIVAM MEHRA	OBC	568	15-01-93	COMMERCE
91	2201016634	EASHA KUMARI	OBC	573	15-10-94	HEALTH & FW
92	2003007591	AQIB JAVED	OBC	576	30-06-94	UNION PUBLIC SERVICE COMMISSION
93	2003001553	VIJENDRA SINGH	OBC	582	20-07-94	POWER
94	2201000092	MOHD YUSUF KHAN	OBC	590	12-08-89	AGRICULTURE & COOPERATION
95	2003001418	VIPIN KUMAR	OBC	594	17-02-92	EXPENDITURE
96	2002001583	PAVAN SINGH	OBC	599	10-11-88	FERTILIZERS
97	2201005110	RAJNI	SC	604	23-12-89	SUPPLY
98	2002003517	RAVIKANT	OBC	614	07-04-95	CIVIL AVIATION
99	2201003685	NIZAMUDEEN	OBC	617	10-07-92	INFORMATION & BROADCASTING
100	2003002190	KM PRIYANKA	OBC	623	20-05-94	INFORMATION & BROADCASTING
101	2201029247	JYOTI YADAV	OBC	633	01-07-92	ROAD TRANSPORT & HIGHWAYS
102	2003002097	SUMIT KUMAR	OBC	642	01-08-94	AGRICULTURE & COOPERATION
103	2003005064	SUDHIR KUMAR	OBC	644	10-01-92	FOOD & PD
104	2201503553	RANJEET KUMAR	OBC	651	15-10-88	PERSONNEL & TRAINING
105	2003002259	BHUPENDRA SINGH	OBC	654	13-09-92	COMMERCE
106	2002002041	ANUJ KUMAR	OBC	669	10-06-91	MICRO SMALL & MEDIUM ENPERTRISES
107	9001000684	RAM KUNDAL KUMAR	OBC	676	10-06-86	COMMERCE
108	2003000605	RAJEEV KUMAR	OBC	680	05-06-93	HEALTH & FW
109	2003001767	MUKESH KUMAR	OBC	685	06-07-88	PERSONNEL & TRAINING
110	2201006440	AFTAB AHMAD	OBC	687	05-07-90	EXPENDITURE
111	2003002577	RAVI KANT	OBC	690	05-03-93	TELECOMMUNICATIONS
112	2003005015	RIYAZUL ANSARI	OBC	713	10-12-89	INFORMATION & BROADCASTING
113	7204500220	YEGESH KUMAR YADAV	OBC	714	14-09-86	LABOUR
114	2002002510	KHILENDRA SINGH	OBC	738	16-12-92	CULTURE
115	2003001205	PRIYANKA YADAV	OBC	740	06-05-94	HOME AFFAIRS
116	2003001114	SATYAVAN SINGH	OBC	742	19-03-92	PERSONNEL & TRAINING

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117	2003002449	UMESH KUMAR	OBC	769	15-07-89	EXPENDITURE
118	2201010467	UWAIZ AHMED BURNEY	OBC	771	22-10-92	HEALTH & FW
119	2003001508	PANKAJ KUMAR	OBC	774	18-04-95	LEGAL AFFAIRS
120	2201014535	IRSHAD ALI	OBC	775	10-06-92	POWER
121	2003000188	TEK CHAND	OBC	777	22-12-93	SECONDARY & HIGHER EDUCATION
122	2003002845	RAJEEV KUMAR	OBC	781	07-01-93	URBAN DEVELOPMENT
123	2003002813	JITENDRA KUMAR	OBC	785	01-06-94	POWER
124	2201502444	ANOOP KUMAR SAHU	OBC	789	10-10-88	EXPENDITURE
125	2003002109	PUNIT KUMAR	OBC	794	02-10-94	HEALTH & FW
126	2405014503	RAHUL BAJROLIA	OBC	796	25-02-95	HOME AFFAIRS
127	2003000383	ASHWANI KUMAR	OBC	800	15-07-94	AGRICULTURE & COOPERATION
128	2003004390	VIPIN KUMAR	OBC	801	15-03-92	CIVIL AVIATION
129	2201012942	NENGDEIKIP KIPGEN	ST	866	14-03-94	INFORMATION & BROADCASTING
130	2405011704	PARSHURAM MEENA	ST	970	20-10-92	HOME AFFAIRS
131	2201006850	ELAINE BRIJIT TIGGA	ST	1014	25-10-89	CONSUMER AFFAIRS
132	2003006587	LEKHRAJ SINGH	OH(UR)	1016	01-07-92	EXPENDITURE
133	2405011941	BHAWANI SHANKAR MEENA	ST	1018	15-08-93	FERTILIZERS
134	2405004240	RAVI JARWAL	ST	1042	15-05-91	POWER
135	2201013103	MUKTA ROSALIA TIGGA	ST	1046	02-09-82	INDUSTRIAL POLICY & PROMOTION
136	2405013317	JAY SINGH MEENA	ST	1048	15-05-93	MICRO SMALL & MEDIUM ENPERTRISES
137	2405007426	SANDEEP KUMAR MEENA	ST	1066	04-12-92	FOOD & PD
138	2201004873	SHER SINGH	OH(SC)	1068	07-08-91	TELECOMMUNICATIONS
139	2405006118	HEMRAJ MEENA	ST	1070	06-05-95	HEALTH & FW
140	2402000294	RAJESH MEENA	ST	1075	15-11-86	COMMERCE
141	2002001826	DAVID DHAWAN	OH(SC)	1079	13-08-90	SUPPLY
142	2003003001	MOHD AASIM	OH(OBC)	1080	10-04-89	HEALTH & FW
143	2002002707	SHAHRAKH KHAN	OH(OBC)	1083	07-05-95	AGRICULTURE & COOPERATION
144	2405000261	GIRIRAJ KUMAR MEENA	ST	1086	29-11-86	DEFENCE
145	2405003854	OM PRAKASH MEENA	ST	1087	09-10-90	SCIENCE & TECHNOLOGY
146	2402000579	BHARTI MEENA	ST	1091	18-09-93	SUPPLY
147	2003001787	MOHD SALEEM	OH(OBC)	1094	01-02-86	TELECOMMUNICATIONS
148	2405003909	SUNIL KUMAR MEENA	ST	1099	09-02-95	INDUSTRIAL POLICY & PROMOTION
149	2405008151	NARESH KUMAR MEENA	ST	1100	15-03-90	SOCIAL JUSTICE & EMPOWERMENT
150	2003000361	DEEPAK KUMAR	OH(SC)	1104	05-08-90	HOME AFFAIRS
151	2405001063	DILIP KUMAR MEENA	ST	1106	10-07-93	CIVIL AVIATION
152	2405005655	MANISH KUMAR MEENA	SC	1112	01-01-94	INFORMATION & BROADCASTING
153	2402000455	PRAVEEN KUMAR MEENA	ST	1114	25-07-93	INFORMATION & BROADCASTING
154	2201025105	RAJEEV KUMAR	OH(OBC)	1116	10-02-90	HOME AFFAIRS
155	2003003208	MOHAMMAD ASIF	OH(OBC)	1120	19-10-94	TELECOMMUNICATIONS
156	2003000896	DEEPAK KUMAR CHAUHAN	OH(UR)	1121	01-07-92	UNION PUBLIC SERVICE COMMISSION
157	1601000997	VIRENDRA SINGH	OH(SC)	1123	15-07-94	AGRICULTURE & COOPERATION

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