

No.25/1/2013-CS-II(B)
Government of India
Ministry of Personnel, Public Grievances & Pension
Department of Personnel & Training

3rd Floor, Lok Nayak Bhavan, Khan Market
New Delhi dated 2nd April, 2013.

Office Memorandum

Subject : Development of a Web based software solution for Cadre Management of CSSS and CSCS – Data collection regarding.

The undersigned is directed to refer to this Department's OM of even number dated 14/1/2013 & 12/3/2013 on the subject mentioned above and to state that data in respect of CSSS and CSCS officers which was to be forwarded to this Department by **25.3.2013** in the prescribed software has not been received from a majority of Ministries/Departments. Ministries/Departments are once again requested to compile the data in respect of all the Officers belonging to CSSS and CSCS under their control and forward the same to this Department by **15.04.2013**.

2. Ministries/ Departments should make all out efforts to collect and furnish updated and accurate data in respect of all CSSS and CSCS Officers under their control without any further delay so that the project can be launched. While forwarding the data it should be clearly certified that the information furnished is accurate in all respects with reference to the Service Book/other documents. Officers should not directly send the information to this Department as the data is to be verified and certified by the administrative division concerned from the service records.

3. The progress of work may be submitted in the MS Access format immediately at the following e-mail addresses: dopt.cmc@gmail.com and wbcm-dopt@nic.in.

4. Ministries/Departments who have already forwarded the complete data may ignore this OM.

Vandana Sharma
(Vandana Sharma)
Director (CS-II)
☎: 24622365

To
JS (Admn.)
Ministries/ Departments (as per std. list).

In case of any doubt regarding filling up of data, please contact :

Mr.Vipin Singla : 9958352307, Mr.Rajiv Bhardwaj : 9958871418, Mr. Devender Kumar : 8527628426
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