

No.21/2/2009-CS.I(P)
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhavan, Khan Market
New Delhi dated the 6th May, 2009

OFFICE MEMORANDUM

Subject: Rotational transfer policy applicable to officers of Central Secretariat Service -
Modification thereof.

In continuation of this Department's OM of even number dated 29th April, 2009 on the subject mentioned above (copy enclosed for ready reference), the undersigned is directed to say that this Department intends to update the incumbency position of all grades of the CSS in order to implement the provisions of the aforesaid OM. Accordingly, all the Ministries/Departments/Cadre Controlling Units are requested to furnish the information, as on 1st May, 2009, in the following format (separate format for each grade) **by 30.5.2009**:

DETAILS INDICATING THE OFFICERS OF EACH GRADE OF CSS IN POSITION
(DIRECTOR, DEPUTY SECRETARY, UNDER SECRETARY, SECTION OFFICER AND ASSISTANT)

NAME OF THE MINISTRY/DEPARTMENT:-----
GRADE:-----

(As on 1st May, 2009)

Sl.No.	Name of the Officer & Date of Birth (S/Shri)	Date since when working in the Min./Deptt.	No. of completed financial year(s)	Whether regular or ad hoc. If regular, the Select List Year

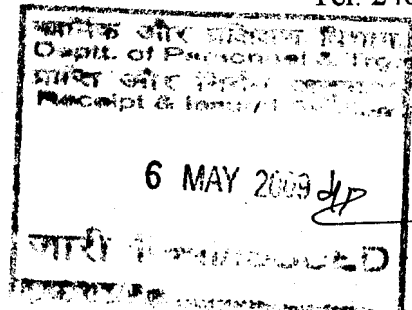
2. Further, for each year, the updated information as on 1st April of the year may be furnished by 31st January of that year to enable CS Division of this Department to take advance action. For example, the information in respect of 2010 as on 1.4.2010 may be furnished by 31.01.2010.

M.C. Luther
o/c (M.C.Luther)
Deputy Secretary to the Government of India
Tel: 24629411

To,

The Joint Secretary in charge of administration
Ministry/Department of As per list attached

71 letters.



No.21/2/2009-CS-I(P)
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)

Lok Nayak Bhavan
New Delhi, the 29th April, 2009

OFFICE MEMORANDUM

Subject: Rotation Transfer Policy (RTP) applicable to officers of the Central Secretariat Service – Modification thereof.

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In supersession of the existing Rotational Transfer Policy 2007 of CSS officers laid down in O.M. No.21/27/06-CS.I dated 17.4.2007, the following shall be the revised rotational transfer policy:

- 1) The combined tenure of CSS officers in a particular Ministry/Department shall be 5 years in the case of Under Secretary, Deputy Secretary, and Director,
 - 2) The combined tenure of CSS officers in a particular Ministry/Department shall be 7 years in the case of Section Officer/Assistants,
 - 3) On promotion, an official of the CSS at any level shall be posted out of the Ministry/Department where he is currently posted,
 - 4) If the CSS officer has one year of service to retire, he will not come under the Rotational Transfer Policy, and on promotion, if any, he will be adjusted within the same Ministry/Department.
2. It is requested that the above decision may be given wide publicity and brought to the notice of all the concerned.

He
(Dr. S.K. Sarkar)

Joint Secretary to the Government of India
Tel: 23094010

To
Joint Secretary(Admn.),
Ministry/Department of As per list attached.
New Delhi.

1. The Joint Secretary in charge of Admn.
Prime Minister's Office,
South Block,
New Delhi.
2. The Joint Secretary in charge of Admn.
Cabinet Secretariat,
Rasthrapati Bhawan,
New Delhi.
3. The Joint Secretary in charge of Admn.
D/o Agriculture & Cooperation,
Krishi Bhawan,
New Delhi.
4. The Joint Secretary in charge of Admn.
D/o Agricultural Research & Education,
Krishi Bhawan,
New Delhi.
5. The Joint Secretary in charge of Admn.
D/o Animal Husbandry, Dairying & Fisheries,
Krishi Bhawan,
New Delhi.
6. The Joint Secretary in charge of Admn.
D/o Administrative Reforms & Public
Grievances,
Sardar Patel Bhawan,
New Delhi.
7. The Joint Secretary in charge of Admn.
D/o AYUSH,
Red Cross Building,
New Delhi.
8. The Joint Secretary in charge of Admn.
D/o Financial Services,
Jeevan Deep Building,
New Delhi.
9. The Joint Secretary in charge of Admn.
D/o Bio-Technology,
Block No.2, C.G.O. Complex,
New Delhi.
10. The Joint Secretary in charge of Admn.
D/o Chemicals & Petrochemical,
Shastri Bhawan,
New Delhi.
11. The Joint Secretary in charge of Admn.
M/o Civil Aviation,
B Wing, Rajiv Gandhi Bhawan,
New Delhi.
12. The Joint Secretary in charge of Admn.
D/o Commerce,
Udyog Bhawan,
New Delhi.

13. The Joint Secretary in charge of Admn.
M/o Coal,
Shastri Bhawan,
New Delhi.
14. The Joint Secretary in charge of Admn.
M/o Corporate Affairs,
Shastri Bhawan,
New Delhi.
15. The Joint Secretary in charge of Admn.
M/o Consumer Affairs,
Shastri Bhawan,
New Delhi.
16. The Joint Secretary in charge of Admn.
M/o Culture,
Shastri Bhawan,
New Delhi.
17. The Joint Secretary in charge of Admn.
M/o Defence,
C-II Hutments, Dalhousie Road,
New Delhi.
18. The Joint Secretary in charge of Admn.
D/o Disinvestment,
CGO Complex,
New Delhi.
19. The Joint Secretary in charge of Admn.
M/o Earth Sciences,
Mahasagar Bhawan, CGO Complex,
New Delhi.
20. The Joint Secretary in charge of Admn.
M/o Development of North Eastern Region,
Vigyan Bhawan Annexe,
New Delhi.
21. The Joint Secretary in charge of Admn.
D/o Personnel & Training,
North Block,
New Delhi.
22. The Joint Secretary in charge of Admn.
D/o Pensions & Pensioners Welfare,
Lok Nayak Bhawan,
New Delhi.
23. The Joint Secretary in charge of Admn.
D/o Scientific Industrial Research,
Technology Bhawan,
New Delhi.
24. The Joint Secretary in charge of Admn.
M/o Environment & Forests,
Paryavaran Bhawan, CGO Complex,
New Delhi.

25. The Joint Secretary in charge of Admn.
D/o Economic Affairs,
North Block,
New Delhi.
26. The Joint Secretary in charge of Admn.
D/o Expenditure,
North Block,
New Delhi.
27. The Joint Secretary in charge of Admn.
D/o Fertilizers,
Shastri Bhawan,
New Delhi.
28. The Joint Secretary in charge of Admn.
D/o Food & Public Distribution,
Krishi Bhawan,
New Delhi.
29. The Joint Secretary in charge of Admn.
M/o Food Processing Industries,
Panchsheel Bhawan, August Kranti Marg,
New Delhi.
30. The Joint Secretary in charge of Admn.
D/o Health & Family Welfare,
Nirman Bhawan,
New Delhi.
31. The Joint Secretary in charge of Admn.
D/o Heavy Industries,
Udyog Bhawan,
New Delhi.
32. The Joint Secretary in charge of Admn.
M/o Home Affairs,
North Block,
New Delhi.
33. The Joint Secretary in charge of Admn.
M/o Information & Broadcasting,
Shastri Bhawan,
New Delhi.
34. The Joint Secretary in charge of Admn.
D/o Industrial Policy & Promotion,
Udyog Bhawan,
New Delhi.
35. The Joint Secretary in charge of Admn.
Inter-State Council Secretariat,
Vigyan Bhawan Annexe,
New Delhi.
36. The Joint Secretary in charge of Admn.
M/o Labour & Employment,
Shram Shakti Bhawan,
New Delhi.

37. The Joint Secretary in charge of Admn.
D/o Legal Affairs,
Shastri Bhawan,
New Delhi.
38. The Joint Secretary in charge of Admn.
Legislative Department,
Shastri Bhawan,
New Delhi.
39. The Joint Secretary in charge of Admn.
M/o Mines,
Shastri Bhawan,
New Delhi.
40. The Joint Secretary in charge of Admn.
M/o Minority Affairs,
Paryavaran Bhawan, CGO Complex,
New Delhi.
41. The Joint Secretary in charge of Admn.
M/o New & Renewable Energy,
Block No.14, CGO Complex,
New Delhi.
42. The Joint Secretary in charge of Admn.
D/o Official Language,
Lok Nayak Bhawn,
New Delhi.
43. The Joint Secretary in charge of Admn.
M/o Overseas Indian Affairs,
Akbar Bhawan, Chanakyapuri,
New Delhi.
44. The Joint Secretary in charge of Admn.
M/o Panchayati Raj,
Sardar Patel Bhawan,
New Delhi.
45. The Joint Secretary in charge of Admn.
Planning Commission,
Yojna Bhawan,
New Delhi.
46. The Joint Secretary in charge of Admn.
M/o Petroleum & Natural Gas,
Shastri Bhawan,
New Delhi.
47. The Joint Secretary in charge of Admn.
D/o Posts,
Dak Bhawan,
New Delhi.
48. The Joint Secretary in charge of Admn.
M/o Power,
Shram Shakti Bhawan,
New Delhi.

49. The Joint Secretary in charge of Admn.
D/o Public Enterprises,
CGO Complex,
New Delhi.
50. The Joint Secretary in charge of Admn.
D/o Revenue,
North Block,
New Delhi.
51. The Registrar General of India,
Man Singh Road,
New Delhi.
52. The Joint Secretary in charge of Admn.
D/o Raods, Transport & Highways,
Transport Bhawan,
New Delhi.
53. The Joint Secretary in charge of Admn.
M/o Rural Development,
Krishi Bhawan,
New Delhi.
54. The Joint Secretary in charge of Admn.
D/o Secondary & Higher Education,
Shastri Bhawan,
New Delhi.
55. The Joint Secretary in charge of Admn.
D/o Science & Technology,
Technology Bhawan,
New Delhi.
56. The Joint Secretary in charge of Admn.
D/o Shipping,
Transport Bhawan,
New Delhi.
57. The Joint Secretary in charge of Admn.
M/o Social Justice & Empowerment,
Shastri Bhawan,
New Delhi.
58. The Joint Secretary in charge of Admn.
Staff Selection Commission,
Block No.12, CGO Complex,
New Delhi.
59. The Joint Secretary in charge of Admn.
M/o Statistics & Programme
Implementation,
Sardar Patel Bhawan,
New Delhi.
60. The Joint Secretary in charge of Admn.
D/o Micro, Small & Medium Enterprises,
Udyog Bhawan,
New Delhi.

61. The Joint Secretary in charge of Admn.
M/o Steel,
Udyog Bhawan,
New Delhi.
62. The Joint Secretary in charge of Admn.
D/o Supply,
Nirman Bhawan,
New Delhi.
63. The Joint Secretary in charge of Admn.
D/o Telecommunication,
Soochana Bhawan,
New Delhi.
64. The Joint Secretary in charge of Admn.
M/o Textiles,
Udyog Bhawan,
New Delhi.
65. The Joint Secretary in charge of Admn.
M/o Tribal Affairs,
Shastri Bhawan,
New Delhi.
66. The Joint Secretary in charge of Admn.
M/o Tourism,
Transport Bhawan,
New Delhi.
67. The Secretary,
Union Public Service Commission,
Dholpur House,
New Delhi.
68. The Joint Secretary in charge of Admn.
M/o Urban Development,
Nirman Bhawan,
New Delhi.
69. The Joint Secretary in charge of Admn.
M/o Water Resources,
Shram Shakti Bhawan,
New Delhi.
70. The Joint Secretary in charge of Admn.
M/o Women & Child Development,
Shastri Bhawan,
New Delhi.
71. The Joint Secretary in charge of Admn.
M/o Youth Affairs & Sports,
Shastri Bhawan,
New Delhi.