

Immediate

No. 15/1/2014-CS.II(A)(ii)
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel and Training

3rd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi-110003
Dated 12th September, 2017

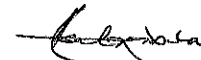
OFFICE MEMORANDUM

Subject:- 3rd Cadre review of Central Secretariat Stenographers' Service (CSSS) –collection of information regarding.

The undersigned is directed to refer to this Department's OM No. 15/1/2014-CS.II(A)(i) dated 12th September, 2017 on the subject mentioned above vide which the decisions of the Government have been conveyed to all the cadre units of CSSS.

2. All the participating cadre units of CSSS are, therefore, requested to send the desired requirement of posts in each grade of CSSS with full justification, facts, figures and calculations based on the recommendations of the Cadre Restructuring Committee on revised entitlement of personal staff in the offices of the entitled officers in the Ministries/Departments (copy enclosed) with the approval of the concerned Minister in charge to this Department latest by **October 15, 2017**. Since the proposal received from Ministries/Departments will be examined by a designated committee for making recommendations regarding allocation of the posts among the cadre units, the dead line may please be adhered to.

3. In case proposals are not received by the due date, it will be presumed that there is no specific requirement of a particular cadre unit and decision will be taken by this Department accordingly.



(A.K. Saha)

Deputy Secretary to the Government of India

Tel: 24622365

To

All Cadre Units of CSSS
(Joint Secretary in-charge of Administration).

Sl. No.	Category of Officers	Existing Entitlement	Revised Entitlement
1	Secretary/Spl. Secretary & Equivalent rank	PSO/Sr. PPS -1	PSO/Sr. PPS -1
			PPS - 1
			PS - 1
		PA - 1	PA - 1
2	Addl Secy & Equivalent rank	PSO/Sr. PPS -1	PSO/Sr. PPS -1
			PPS - 1
			PA - 1
3	Joint Secretary & Equivalent	PPS / PS -1	PPS -1
			PS - 1
			Steno Gr. D - 1
4	Director/ Dy.Secy & Equivalent: in Ministries/ Department	PS - 1	PS - 1
5	In other participating/attached offices of CSSS	PA - 1	PS - 1
6	Under Secretary & Equivalent: in Ministries/ Departments	PA - 1	PA/ Steno Gr. 'D' - 1
7	Under Secretary in other participating/attached offices of CSSS.	PA / Steno Gr, D - 1	PA / Steno Gr D - 1
8	Desk Officer / Section Officers	Steno Gr. D - 1	Steno Gr. D - 1