

No. 15/1/2014-CS.II (A)(i)
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) – regarding.

The undersigned is directed to say that a proposal was undertaken by the Government for Cadre Restructuring of Central Secretariat Stenographers' Service (CSSS) and a committee on Cadre Restructuring of CSSS was set up vide DoP&T's Order No. 15/1/2014-CS.II(A) dated 29th December, 2014. Upon submission of the recommendations by the said committee and further consideration, the proposal for Cadre Restructuring of Central Secretariat Stenographers' Service has now been approved by the Government and the following decisions, inter-alia, have been taken:-

- i. Creation of additional 247 posts of Sr. PPS/PSO. The revised strength in the grade of Sr. PPS/PSO now is 390.
- ii. Creation of additional 549 posts of Principal Private Secretary (PPS). The revised strength in the grade of PPS now is 1329.
- iii. No change in the strength of Private Secretary (PS). The strength of PS is 2090
- iv. Reduction of 1000 posts of Personal Assistant. The revised strength in the grade of PA now is 1627.
- v. Creation of additional 204 posts of Stenographer Grade 'D'. The revised strength in the grade of Stenographer Grade 'D' now is 1528.
- vi. Downgrading the vacancies arising out of retirement, death or VRS of incumbents promoted to the newly created additional posts in the grade of Sr. PPS/PSO, PPS to Stenographer Grade 'D', on yearly basis to offset the additional expenditure during the next four years from the date of implementation. Additionally, some balance vacant posts in the grade of PS (after promoting the eligible PAs of subsequent SLs) arising during the next three to four years have also been decided to be downgraded to the Stenographers Grade 'D' level to achieve the target of nil financial implication at the earliest.

2. With regard to downgrading the vacancies arising out of retirement, death or VRS of incumbents promoted to the newly created additional posts in the grade of Sr. PPS/PSO, PPS to Stenographer Grade 'D', the order for revised strength in various grades in participating Ministries/Departments of CSSS due to downgrading will be issued annually by this Division.



(A.K. Saha)

Deputy Secretary to the Government of India

Tel: 24622365

To

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