

**MOST IMMEDIATE**

No.5/7/2012-CS.II(C)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

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3<sup>rd</sup> Floor, Lok Nayak Bhavan,  
Khan Market, New Delhi-100 003.  
Date: 23<sup>rd</sup> March, 2012.


**OFFICE MEMORANDUM**

Subject: Stenographer Grade 'C' Limited Departmental Competitive Examination, 2010- allocation of candidates – regarding.

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The undersigned is directed to say that the final result of the Limited Departmental Competitive Examination 2010 in the grade of Private Assistant of CSSS has been declared by Staff Selection Commission and is available on the website of SSC. As per Rotational Transfer Policy for CSSS Personnel, an official at any level, on promotion, shall be posted out of the Ministry/Department if he/she has served in the same Ministry/Department in any capacity for a period exceeding the prescribed tenure for promotion laid down in this Department's O.M. No.13/1/2009-CS-II dated 15.7.2011.

2. All the Cadre Units are, therefore, requested to obtain personal information from the candidates who have qualified the Limited Departmental Competitive Examination 2010 in the grade of Private Assistant of CSSS in the enclosed proforma and forward the same to this Department **positively by 30.3.2012** directly to CS-II Division by **FAX (No.24622365)** to enable this Department to make nomination of successful candidates to various Cadre Units. In case the requisite information is not received by the stipulated date, it would be presumed that the candidate concerned has no option to furnish and this Department will make nomination as per availability of vacancy.

  
23/3/12

(Kameshwar Mishra)

Under Secretary to the Govt. of India

Tele: 24623157

To

The Under Secretary(Admn.) of all Cadre Units of CSSS.

**PROFORMA**

**PERSONAL INFORMATION FOR OPTIONS FOR POSTING TO BE FILLED  
BY THE CANDIDATES QUALIFIED IN THE STENO GRADE 'C'  
LIMITED DEPARTMENTAL COMPETITIVE EXAMINATION, 2010**

**CSL No.  
SL Year**

1.	Name	
2.	Designation	
3.	Date of Birth	
4.	Present Cadre Unit with office address	
5.	Name/Designation/Contact No. of the officer with whom posted at present	
6.	Present Cadre Unit – where joined as Steno Grade 'D'	
7.	Contact No./Mobile No.	
8.	Educational Qualification	
9.	Residential Address	

10. Previous posting(s)

Grade	Cadre Unit	Period		No. of years
		From	To	
Steno 'D'				
Ad-hoc PA				

11. Preferences for posting without repetition (with reasons thereon)

S.No.	Cadre Unit	Reason(s)
(i)		
(ii)		
(iii)		

Signature :  
Name of official:

Signature of US(Admn.)  
Stamp