

**Parliament Assurance**  
**Immediate**

No.4/4/2011-CS.II (A)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi  
Dated the 31<sup>st</sup> August 2011

*1st September*

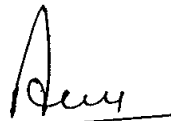
**OFFICE MEMORANDUM**

Subject:- Lok Sabha unstarred question No.1654 for answer on 10.8.2011 regarding Rotational Transfer Policy

The undersigned is directed to say that in order to implement an assurance given in the abovementioned Unstarred question No. 1654 raised by Shri Bal Kumar Patel, Member of Parliament, this Department is required to furnish details of officers in all CSSS grades who are serving in the same Ministry/Department beyond the prescribed tenure laid down & vide this Department's OM 13/1/2009-CS.II dated 15.7.2011. All the Cadre Units are, therefore, requested to furnish the requisite details of the officers of each decentralised grade of CSSS ( PS, PA, Steno Gr. 'D') in the enclosed prescribed proforma ( Annexure I, II & III) by **15.9.2011.**

2. The information may also be mailed to kiran.vasudeva@nic.in/faxed to 24623157.

Encl: As above



(Kiran Vasudeva)

Under Secretary to the Government of India  
Tel.No.24654020

To

All Cadre Units of CSSS.

Details of officers of each decentralised grade of CSSS in position ( PS, PA, Steno Gr. 'D')

Annexure-I

Name of the Ministry/ Department : \_\_\_\_\_

**PS Grade**

| S.No. | Name of the Officer | Date of Birth | Date since when working in the cadre Units/ Sub-units (dd/mm/yyyy) | Date since when working in the present Grade (dd/mm/yyyy) | Whether regular or adhoc. If regular, the Select List Year |
|-------|---------------------|---------------|--|---|--|
|       |                     |               |  |   |  |

Annexure-II

Name of the Ministry/ Department : \_\_\_\_\_

**PA Grade**

| S.No. | Name of the Officer | Date of Birth | Date since when working in the cadre Unit/Sub-units (dd/mm/yyyy) | Date since when working in the present Grade (dd/mm/yyyy) | Whether regular or adhoc. If regular, the Select List Year |
|-------|---------------------|---------------|--|---|--|
|       |                     |               |  |   |  |

Annexure-III

Name of the Ministry/ Department : \_\_\_\_\_

**Steno Grade 'D'**

| S.No. | Name of the Officer | Date of Birth | Date since when working in the cadre Unit/Sub-units (dd/mm/yyyy) | Date since when working in the present Grade (dd/mm/yyyy) | Whether regular or adhoc. If regular, the Select List Year |
|-------|---------------------|---------------|--|---|--|
|       |                     |               |  |   |  |