

F.No.24/1/2011-CS.I(P)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi
Dated the 1st July, 2011.

Office Order

Approval of the competent authority is accorded to the encadrement of the posts, as detailed under, into Central Secretariat Stenographers' Service:-

| S. No | Cadre Unit (Ministry/Deptt./organisation) | Name of post | Number of posts | Grade into which encadred/ | Revised Strength of grade in the Cadre Unit | Remarks |
|-------|---|--------------------|-----------------|----------------------------|---|--|
| 1. | Ministry of Home Affairs | Personal Assistant | 02 (Two) | Personal Assistant | 268 | The posts created vide M/o DONER's order No.1/3/2007-Admn dated 26.10.2007 |



(G. C. Rout)

Under Secretary to the Govt. of India
Tel: 24629413

Copy to:-

1. Ministry of Development of North Eastern Region, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi w.r.t OM No.1/3/2007-Admn dated 3.3.2011. The post of UDC is not being encadred in CSCS as at present there are large number of vacancies in the UD Grade and the encadred post might not be filled up for long.
2. Ministry of Home Affairs, Admn. Division, North Block, New Delhi.
3. CS.I(D)/CS.1(U)/CS.I(S)/CS.I(A)/CS.I(CR)/CS.II/Guard File
4. Hindi Unit with request to provide hindi version.