

No. 3/4/2016-CS.II (A)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Personnel & Training)

3<sup>rd</sup> Floor, Lok Nayak Bhawan  
Khan Market, New Delhi-110003  
Dated: 28<sup>th</sup> July, 2016.

**OFFICE MEMORANDUM**

Subject: Rotational transfer of PPS of CSSS- Furnishing of personal information thereof - reg.

The undersigned is directed to refer to this Department's OM No. 25/28/2014-CS.II(A) dated 22.07.2015 vide which the revised Rotational Transfer Policy (RTP) for CSSS personnel has been notified. Rotational Transfer of CSSS officers in the grade of PPS for the year 2016 has become due and has, therefore, been undertaken. Officers equal in number in both the Groups A and B are being considered for transfer. There are more officers who have completed the prescribed tenure of six years in Group A Ministries than the officers who have completed the prescribed tenure in Group B Ministries. However, equal number of officers from each Group on the basis of tenure, are being considered for rotational transfer. The indicative list of PPSs thus prepared for rotational transfer is indicated in **Annexure-II** to this O.M. The list does not include officers within two years of superannuation.

2. The list of vacancies in both the Groups is at **Annexure-III**. The Officers indicated in the list are requested to indicate their preferences for posting in the enclosed format at **Annexure-IV** which should reach CS.II Division by **10-08-2016**. If option is not received by 10-08-2016, it will be presumed that the officer has no specific choice and posting will be decided by this Department accordingly. The posting will be decided in terms of the revised rotational transfer policy as under:

- (i) Ministries/ Departments are categorized into **Group 'A'** and **Group 'B'** for posting/ transfer. Group wise distribution of Ministries/ Departments is at **Annexure-I**.
- (ii) The RTP provides tenure of six years for PPS in a Ministry/Department, including the tenure rendered in any other designation in the same Ministry/ Department. In Group 'A', certain Ministries qualify for a reduced tenure by one year.
- (iii) An officer shall be transferred from Group 'A' → Group 'B' and Group 'B' → Group 'A', as the case may be.
- (iv) The officers may furnish three choices only in the appropriate Group.
- (v) The designated Placement Committee will recommend posting of officers on the basis of seniority, preference and past posting etc;
- (vi) For calculation of residency in a Ministry/ Department, the cut-off date has been taken as 01.07.2016.

3. The officers concerned should also ensure that their data is complete in all respects in the web based cadre management system at [cscms.nic.in](http://cscms.nic.in). If the data is not complete it should be first got updated before submitting the option.
4. Ministries/Departments concerned should keep themselves ready to relieve the officers immediately on issue of orders by this Department.
5. All the Ministries/Departments are requested to verify the Group of officers (**Annexure-II**) and any addition or deletion, if required, may kindly be brought to the notice of this Department immediately.



(Kameshwar Mishra)

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To

- (i) All the concerned Ministries/ Departments of CSSS.
- (ii) Officers concerned.

Group 'A'

S. No.	Ministry /Department
1	Animal Husbandry, Dairying & Fisheries
2	Agriculture & Cooperation
3	Culture
4	Defence
5	DONER
6	Earth Science
7	Food & Public Distribution
8	Home Affairs
9	Human Education
10	Legal Affairs
11	Minority Affairs
12	Micro, Small & Medium Enterprises
13	Niti Aayog
14	Personnel & Training
15	Posts
16	Rural Development
17	Social Justice & Empowerment
18	Supply Division
19	Tribal Affairs
20	Union Public Service Commission
21	Urban Development
22	Women & Child Development

Group 'B'

S. No.	Ministry /Department
1	AYUSH
2	Civil Aviation
3	Coal
4	Commerce
5	Consumer Affairs
6	Corporate Affairs
7	Environment, Forests & Climate Change
8	Expenditure
9	Fertilizers
10	Health & Family Welfare
11	Information & Broadcasting
12	Industrial Policy & Promotion
13	Labour & Employment
14	Mines
15	New & Renewable Energy
16	Petroleum & Natural Gas

17	Power
18	Road Transport & Highways
19	Science & Technology
20	Shipping
21	Steel
22	Telecom
23	Textiles
24	Water Resources, River Development and Ganga Rejuvenation
25	Youth Affairs & Sports

**Ministries/ Departments for reduced tenure of posting by one year**

S. No.	Ministry /Department
1	Personnel & Training
2	Defence
3	Expenditure
4	Home Affairs
5	Legal Affairs

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**Annexure-II****Officers presently posted in Group 'A' Ministries/ Departments covered under  
RTP as on 01.07.2016**

S.No.	Name Shri/Smt./Ms.	Dat of Birth	SLY	Cadre Units
1	Rajesh Sharma	27-03-1972	2012	NITI Aayog
2	Naveen Kumar	22-11-1970	2011	Rural Dev.
3	Kamla Aind	17-08-1969	2012	Urban Dev.
4	Jayaraman K.	18-10-1964	2015	MHA
5	Hemant Kohli	22-12-1964	2015	Urban Dev.
6	H. K. Arora	15-02-1961	2015	MHA
7	D. S. Rawat	01-10-1959	2015	Urban Dev.
8	Kusum Kapoor	29-07-1962	2015	SJ&E
9	Manjit Kaur	29-08-1965	2015	MHA
10	Manoj Singh Chauhan	25-04-1977	2015	Urban Dev.
11	Prem Lata Sharma	23-04-1960	2015	Urban Dev.
12	Baldish Singh	08-03-1970	2014	Posts
13	M. Vamsi Krishna	25-05-1974	2015	Defence
14	M. Ravichandran	10-07-1967	2015	Urban Dev.
15	Rajesh Dhingra	26-12-1967	2015	Defence
16	Kusum Lata Rajora	17-01-1973	2015	HRD
17	K. Balasubramanian	11-01-1960	2015	MHA
18	Sunita Bharati	25-04-1970	2012	MHA
19	Bokade Deochand	28-09-1966	2012	MHA
20	Anil Kumar Akhria	18-08-1967	2012	Agriculture
21	Tarun Khera	28-02-1970	2015	DoP&T
22	V.S. Narasimhan	29-01-1960	2013	DoP&T
23	Nand Kishore	15-02-1968	2012	Food & PD
24	Ashish Kumar Banerjee	06-06-1964	2013	Agriculture
25	R. Vasudevan	14-10-1958	2015	Defence
26	V.P. Ranga	04-05-1964	2013	MHA
27	Yogeeta Meena	22-07-1976	2015	MHA
28	N.C.Pandey	01-06-1968	2010	DoP&T
29	Naveen Pandey	08-06-1960	2010	Defence
30	M.K.Singh	01-01-1964	2010	MHA
31	Anita Saroj	27-02-1967	2010	MHA
32	Nirmal Dobhal	12-10-1962	2010	Legal Affairs
33	M. Raghu	23-12-1960	2010	MHA
34	Ashok Kumar	07-05-1968	2010	MHA
35	Rajender Prasad	17-08-1960	2010	MHA
36	Shriniwas Ranga	16-05-1968	2010	DoP&T
37	A. RadhaKrishnan	28-07-1960	2010	Defence



S.No.	Name Shri/Smt./Ms.	Dat of Birth	SLY	Cadre Units
38	Chikkala Sundar Raj	05-05-1968	2015	MHA
39	Indresh Kumar	26-06-1967	2010	MHA
40	Raman Kumar Gulati	29-11-1966	2010	Defence
41	S. Gurumoorthy	30-05-1959	2010	MHA
42	Vibha Mehta	27-07-1973	2010	MHA
43	Triptjeet Mahajan	10-06-1961	2010	MHA
44	Hosh Kumari	04-09-1964	2010	Defence
45	Gurmeet Bhardwaj	25-10-1964	2010	Defence
46	M.L. Verma	06-06-1959	2010	MHA
47	A.K.Gaur	16-06-1965	2010	MHA
48	Ashish Satija	11-05-1966	2010	Defence
49	Bhupender	22-12-1967	2010	Legal Affairs

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**Officers presently posted in Group 'B' Ministries/ Departments covered under  
RTP as on 01.07.2016**

S.No.	Name Shri/Smt./Ms.	Dat of Birth	SLY	Cadre Units
1	B.Mani	29-04-1964	2010	S & T
2	Kamal Kishore	01-07-1970	2015	Coal
3	Savita Sen	04-06-1965	2013	P&NG
4	Rajendra Prasad	04-03-1966	2013	Expenditure
5	Navdeep	18-07-1967	2011	Water Res.
6	Anita Gianey	19-03-1969	2013	Expenditure
7	R. Thyagarajan	15-09-1974	2013	Expenditure
8	K. Chandru	10-07-1969	2013	Power
9	Madhu Surya	30-06-1969	2015	Environment
10	Anil Kumar	06-07-1967	2011	Water Res.
11	Kulvinder Kaur	18-12-1968	2014	Labour
12	R.K.Sethi	12-04-1966	2014	Environment
13	Dimple Kapoor	06-09-1968	2015	RT&H
14	Shanker Lal	23-02-1962	2015	Steel
15	Jatinder Prabhakar	13-04-1963	2014	Environment
16	Meenu Jaswal	03-05-1968	2015	Shipping
17	Anil Kukreti	03-03-1962	2015	RT&H
18	Amudavalli Venkatesan	02-07-1968	2015	RT&H
19	Lalit Narayani	30-01-1974	2015	Power
20	Munesh Chand	15-07-1965	2012	Environment
21	Virender Kumar	06-11-1964	2012	Power
22	Ajay Kumar	10-03-1966	2012	Expenditure
23	R. K. Malhotra	15-06-1965	2015	Power
24	Anoop Singh Rawat	26-08-1966	2010	Fertilizers
25	G.Venkatalakshmi	03-07-1973	2013	Civil Aviation
26	Sunil Kumar	09-03-1965	2013	Expenditure
27	Shashi Prabha Premi	20-12-1960	2013	Environment
28	S.K. Ghuge	11-11-1962	2010	RT&H
29	Om Prakash	26-11-1959	2014	Expenditure
30	Devendra Singh	05-03-1968	2010	Expenditure
31	Prasanna Kumari Sharma	12-05-1959	2010	Expenditure
32	Om Lata Rawat	01-10-1969	2010	Expenditure
33	Gurpal Kaur Soni	16-10-1967	2010	Expenditure
34	Vijay Kumar Gulati	16-04-1962	2010	Expenditure
35	Raman Pathak	15-10-1962	2010	Expenditure
36	Vikram Nair	10-09-1965	2010	Expenditure

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S.No.	Name Shri/Smt./Ms.	Dat of Birth	SLY	Cadre Units
37	Kruttika Chhabra	21-07-1967	2010	Expenditure
38	M.P. Vardharajan	27-11-1965	2010	Expenditure
39	P.Suresh	05-06-1965	2010	Expenditure
40	R.S. Negi	18-08-1959	2010	Expenditure
41	Meenakshi Gupta	11-05-1962	2010	Expenditure
42	H.K.Chawla	10-04-1964	2010	Expenditure
43	S. Dharmrajan	29-05-1959	2010	Expenditure
44	Geeta Rana	05-01-1966	2010	Expenditure
45	Vimla Rani	09-04-1966	2010	Expenditure
46	M.K.Jerath	23-08-1959	2010	Expenditure
47	Raj Pal Singh	10-10-1962	2010	Expenditure
48	Dinesh Kemwal	02-06-1968	2010	Expenditure
49	Prem lata Nagar	02-07-1962	2010	Expenditure

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## Group 'A'

S. No.	Ministry/Department	Vacancy
1	Agriculture & Co-operation	2
2	Defence	9
3	Personnel & Training	4
4	Food & PD	1
5	Human Resource Development	1
6	Legal Affairs	2
7	Home Affairs	20
8	NITI Aayog	1
9	Posts	1
10	Rural Development	1
11	Social Justice & Empowerment	1
12	Urban Development	6
<b>Total</b>		<b>49</b>

## Group 'B'

S. No.	Ministry/Department	Vacancy
1	Civil Aviation	1
2	Coal	1
3	Environment	5
4	Expenditure	26
5	Fertilizers	1
6	Labour	1
7	Petroleum & Natural Gas	1
8	Power	4
9	Road Transport & Highways	4
10	Science & Technology	1
11	Shipping	1
12	Steel	1
13	Water Resources	2
<b>Total</b>		<b>49</b>

Proforma for filling up option

1.	Name	
2.	CSL No.	
3.	Designation	
4.	Date of Birth	
5.	Present Ministry/Department	
6.	Personal contact Number	
7.	Educational Qualification	

8. Experience (including deputation details)

Designation (Since joining Govt. Service)	Ministry/Department /Organization (including deputation details)	From (DD-MM-YY)	To (DD-MM-YY)

Note: The information furnished in the format should tally with the information available in the web based cadre management system. If the information in the web based cadre management system is not up to date, it should first be updated/ connected before submitting the form.



9. Preference for posting (Maximum three choices)

S. No.	Ministry / Department	Reasons
i		
ii		
iii		

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and up the date.

(Signature of the officer)

Date:

Signature of Under Secretary(Admn.)

Department/ Ministry-----

Tel. -----

