

**Reminder-IV**  
**IMMEDIATE**

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

3<sup>rd</sup> Floor, Lok Nayak Bhawan, Khan Market,  
New Delhi -110 003.  
Dated the 17<sup>th</sup> October, 2016.

OFFICE MEMORANDUM

Subject:- Rotational Transfer of Private Secretary of CSSS-regarding.

The undersigned is directed to refer to this Departments' O.M. of even number dated **15.07.2016** and subsequent reminders dated **29.08.2016**, **14.09.2016** & **23.09.2016** on the above mentioned subject. The requisite information regarding eligible PSs of CSSS who have completed the prescribed tenure of 8 years in the particular cadre unit and are due for transfer under the provisions of RTP applicable to CSSS officers was required to be furnished to this Department in the prescribed proforma by **25.07.2016** by the Cadre Units of CSSS.

2. It is unlikely to mention that despite issuing several reminders the requisite information from some of the Cadre Units, as per Annexure, is yet to be received in this Department. Non-receipt of this information is delaying the time-bound process of finalizing the rotational transfer of eligible Private Secretaries of CSSS. Since, the proposed date of issuing the order of this RTP is **15.10.2016**, the concerned Cadre Units are once again requested to furnish the requisite information **on priority basis** so as to enable this Department to issue the order of RTP in time.

  
(Rajesh Sarawat)

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



To

Under Secretary of Admin. in the defaulting Cadre Units of CSSS.

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| कार्मिक एवं प्रशिक्षण विभाग, लोक नयक भवन<br>Dept. of Personnel & Trg., L. N. Bhawan<br>प्राप्ति और निगम अनुभाग<br>Receipt & Issued Section |
| 17 OCT 2016  |
| जारी किया / ISSUED   |

**Annexure to OM No.4/4/2016-CS.II(A) dated 17.10.2016**

1. **US(Admn.)**, D/o Animal Husbandry, D&F, Krishi Bhavan, New Delhi.
2. **US(Admn.)**, M/o Civil Aviation, Rajiv Gandhi Bhavan, New Delhi.
3. **US(Admn.)**, M/o Commerce & Industry, Udyog Bhavan, New Delhi.
4. **US(Admn.)**, D/o Expenditure, North Block, New Delhi.
5. **US(Admn.)**, D/o Industrial Policy & Promotion, Udyog Bhavan, New Delhi.
6. **US(Admn.)**, M/o Labour, Shram Shakti Bhavan, New Delhi.
7. **US(Admn.)**, M/o Mines, Shastri Bhavan, New Delhi.
8. **US(Admn.)**, M/o Minority Affairs, CGO Complex, Lodi Road, New Delhi.
9. **US(Admn.)**, D/o Personnel & Training, North Block, New Delhi.
10. **US(Admn.)**, M/o Power, Shram Shakti Bhavan, New Delhi.
11. **US(Admn.)**, M/o Rural Development, Krishi Bhavan, New Delhi.
12. **US(Admn.)**, M/o Shipping, Transport Bhavan, New Delhi.
13. **US(Admn.)**, M/o Steel, Udyog Bhavan, New Delhi.
14. **US(Admn.)**, M/o Textiles, Udyog Bhavan, New Delhi.
15. **US(Admn.)**, M/o DoNER, Vigyan Bhavan, Annexe, Maulana Azad road, New Delhi.
16. **US(Admn.)**, M/o AYUSH, Ayush Bhavan, B- Block, GPO Complex, INA, New Delhi.

