

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

3rd Floor, Lok Nayak Bhawan
Khan Market, New Delhi-110003
Dated:- 16th February, 2017


OFFICE MEMORANDUM

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

The undersigned is directed to say that as per this Department's OM No. dt. 22.07.2015, the rotational transfer under RTP in the PS grade is to be undertaken once in a year. It has been, therefore, decided to carry out transfer in the PS grade of CSSS keeping in view the following parameters:

- (i) Ministries/ Departments are categorized into **Group 'A'** and **Group 'B'** for posting/ transfer.
- (ii) The proposed RTP provides tenure of eight years for PS in a Ministry/ Department, if an officer has served his tenure in List 'A', he/ she will be mandatorily transferred to List 'B' and vice versa.
- (iii) In List 'A', certain Ministries qualify for a reduced tenure by one year.
- (iv) An officer who is to be transferred out from the current Ministry/ Department on completion of prescribed tenure may also be allowed option for posting in a Ministry/ Department where he earlier served subject to the condition that there is a gap of period which is equal to tenure prescribed for the post.
- (v) Officers who are within two years of superannuation will be exempted from rotational transfers.
- (vi) For calculation of residency in a Ministry/ Department, the cut-off date has been taken as 01.07.2016.
- (vii) The Placement Committee will recommend posting of officers under RTP keeping in view relevant factors viz., vacancies, past experience, seniority, specialized training done, preference for posting etc.

2. List wise distribution of Ministries/ Departments is at **Annexure-I**. The list of brief details of officers who are likely to be considered for rotational transfer is at **Annexure-II**. It may be noted that officers serving in PMO, Cabinet Secretariat, Offices of Attorney General, Solicitor General and Addl. Solicitor Generals are exempted under RTP. However, before issue of transfer orders under RTP, these offices has to notify about the officers matured for transfer and if the office concerned decides to retain any of the officers also keeping in view the willingness of the officers concerned, they will inform DoP&T and such officers will be exempted from RTP. **Accordingly, all these offices are requested to forward the details of such officials, after taking their consent, for their retention in their offices by the due date so that their names are not considered for transfer under RTP.** It may please be noted that in the absence of such consent from the respective cadre units, this Department will consider the names for transfer under RTP. The information relating to tentative vacancies is at **Annexure-III**.
3. All the Ministries/ Departments are requested to verify the list of officers (Annexure-II) and any addition or deletion, if required, may kindly be brought to the notice of this Department without any delay, not later than **22.02.2017**.
4. The officers listed at Annexure-II are requested to exercise their options for further posting in the Ministries/ Departments in the other Group latest by **20.02.2017** in the format at **Annexure-IV** to Under Secretary (CS.II), Department of Personnel and Training through e-mail. Hard copies of the same may also be furnished immediately through the Cadre Units. A maximum of three choices within the available vacancies may be exercised. If option is not received by **20.02.2017**, it will be presumed that the officer has no specific choice and posting will be decided by the designated Placement Committee accordingly.


(K Salil Kumar)

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To

All the concerned Ministries/ Departments of CSSS.

Annexure-I**Group-A**

S. No	Ministry/Department
1	Animal Husbandry, Dairying & fisheries
2	Agriculture & Cooperation
3	Culture
4	Defence
5	DoNER
6	Personnel & Training
7	Earth Science
8	Food & Public Distribution
9	Home Affairs
10	Higher Education
11	Legal Affairs
12	Minority Affairs
13	Micro, Small and Medium Enterprises
14	Niti Ayog
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

Annexure-II**Officials of Group-A who may be transferred under the RTP applicable to PS as on
01.07.2016**

S.No	Name (Shri/Smt./Ms.)	Date of Birth	SLY in the PS Grade	Cadre Unit where presently working
1	K S M Yousuf	12/04/1964	2008	MHA(Cab Sec)
2	Amarjeet Singh	20/09/1964	2009	MHA(Cab Sec)
3	Praveen Batra	27/04/1970	2009	MHA(Cab Sec)
4	B M Malik	23/12/1972	2009	Food & PD
5	Sunil Kumar	15/08/1970	2009	Rural Dev.
6	Sovan Kumar Das	14/12/1977	2009	Urban Dev.
7	Seetha Mahalakshmi	02/04/1968	2010	MHA(Cab Sec)
8	Santosh	15/01/1966	2010	MHA(Cab Sec)
9	k Krishna Rao	03/05/1969	2010	NITI Aayog
10	Alugalu Durga Jagadeswari	16/12/1972	2010	Urban Dev.
11	Naveen Bagotra	06/03/1977	2010	DoNER
12	P K Bhatt	03/01/1975	2010	MHA(Cab Sec)
14	Varinder Kaur	29/04/1962	2010	WCD
14	Vinod Kumar Gupta	10/07/1965	2010	UPSC
15	Dalel Singh	12/06/1962	2010	HRD
16	Laliteshwar Dayal	21/10/1964	2010	Rural Dev.
17	Desh Bandhu Roy	12/05/1959	2010	WCD
18	Satish Chander Joshi	25/04/1978	2010	Defence
19	Mahipal Singh	19/03/1972	2010	DoP&T
20	Harendra Singh	01/10/1972	2010	HRD
21	Harvinder Singh	07/01/1965	2010	Tribal Aff.

S.No	Name (Shri/Smt./Ms.)	Date of Birth	SLY in the PS Grade	Cadre Unit where presently working
22	Rajni Golani	27/09/1965	2010	Rural Dev.
23	Anil Kumar	29/10/1965	2010	Agri . Coop & FW
24	Subhadra Pathar	20/12/1962	2010	Legal Aff.
25	Satish Kumar	28/08/1961	2010	Legal Aff.
26	Suman Lata Bhatia	19/03/1971	2010	Legal Aff.
27	Tarun Kumar Barma	01/04/1965	2010	Legal Aff.
28	Sunita Elawadhi	12/05/1969	2010	Legal Aff.
29	Sati Devi Bathija	07/03/1960	2010	Legal Aff.
30	Hemlata	02/02/1977	2011	HRD
31	E Jotheeswaran	10/06/1973	2011	Food & PD
32	Pradeep Kumar Bera	26/10/1976	2012	Urban Dev.
33	Sunita Rehlan	29/01/1960	2012	MSME
34	Deepika Satija	06/11/1980	2012	Tribal Aff.
35	Sathi Mohanan	29/12/1959	2012	Legal Aff.
36	Santhini Devi	21/04/1959	2012	Urban Dev.
37	Shailesh Kumar Chauragade	21/12/1973	2013	Urban Dev.
38	Meena Kumari	03/07/1969	2013	HRD
39	Tara kapoor	18/04/1962	2014	Agri . Coop & FW
40	kamal Singh	28/11/1962	2014	Agri . Coop & FW
41	Daljeet Kaur	08/06/1962	2014	AHD&F
42	N Nagarajan	25/03/1967	2014	MSME

Annexure-II(continued)...**Officials of Group-B who may be transferred under the RTP applicable to PS as on
01.07.2016**

S.No	Name (Shri/Smt./Ms.)	Date of Birth	SLY in the PS Grade	Cadre Unit where presently working
1	M S Bhakuni	27/10/1960	2009	Env. Forest & CC
2	K D Dwivedi	09/04/1967	2009	Expenditure
3	Manju Dangwal	28/10/1973	2009	Health & FW
4	Sunita Vashishth	14/11/1964	2010	Coal
5	Sushila Kujur	10/11/1969	2010	Commerce
6	Ajitha S	21/03/1964	2010	Commerce
7	S M Das	25/11/1964	2010	Corp. Aff.
8	V K Panthari	18/04/1960	2010	Env. Forest & CC
9	Lallan Manjhi	30/01/1961	2010	Expenditure
10	kavita Kumar	06/01/1963	2010	Expenditure
11	Chander Sekhar	04/01/1968	2010	I & B
12	Sonia George	01/11/1965	2010	I & B
13	Sanjay Narang	04/12/1968	2010	IP&P
14	Hema Arora	14/09/1974	2010	IP&P
15	Kanwar Bhan	25/04/1967	2010	Labour & Emp.
16	B Rajsekharan Nair	23/02/1966	2010	RT&H
17	Pradeep Rawal	11/01/1977	2010	RT&H
18	Dasarathi Kumar	20/04/1965	2010	Telecom
19	Ganga Ram Gautam	01/08/1964	2010	Water Res. RD & GR
20	Manoj Kumar Khatter	29/12/1969	2010	Water Res. RD & GR
21	Shiv Kumar	09/07/1973	2010	Water Res. RD & GR
22	Deepak jiloha	20/08/1979	2010	Power
23	Parbati Das	01/02/1964	2010	power

S.No	Name (Shri/Smt./Ms.)	Date of Birth	SLY in the PS Grade	Cadre Unit where presently working
24	K Anurudha	14/11/1966	2010	Power
25	Meenakshi Bhandari	07/09/1974	2011	IP&P
26	Mahender Singh Rawat	22/09/1974	2012	Civil Aviation
27	Jatinder Nagpal	23/03/1974	2012	Env. Forest & CC
28	Kuldeep Singh Karki	02/03/1959	2012	P&NG
29	Dimple Johar	09/08/1977	2013	I &B
30	Shailender Gopal	15/07/1973	2013	I &B
31	Deepa Rajesh	30/05/1976	2013	I &B
32	Shudha Bhardwaj	22/11/1974	2013	I &B
33	Anita Sharma	16/11/1978	2013	I &B
34	R K Gupta	17/10/1961	2013	Labour & Emp.

Tentative vacancy position in Group-A in the Grade of PS of CSSS

	Ministry/Department	Final slots for placement
1	Animal Husbandry, Dairying & fisheries	1
2	Agriculture & Cooperation	3
3	Culture	0
4	Defence	1
5	DoNER	1
6	Personnel & Training	1
7	Earth Science	0
8	Food & Public Distribution	2
9	Home Affairs	6
10	Higher Education	4
11	Legal Affairs	7
12	Minority Affairs	0
13	Micro, Small and Medium Enterprises	2
14	Niti Ayog	1
15	Posts	0
16	Rural Development	3
17	Social Justice & Empowerment	0
18	Supply Division	0
19	Tribal Affairs	2
20	Union Public Service Commission	1
21	Urban Development	5
22	Women & Child Development	2
	Total	42

Tentative vacancy position in Group-B in the Grade of PS of CSSS

	Ministry/Department	Final slots for placement
1	AYUSH	0
2	Civil Aviation	1
3	Coal	1
4	Commerce	2
5	Consumer Affairs	0
6	Corporate Affairs	1
7	Environment Forests & Climate Change	3
8	Expenditure	3
9	Fertilizers	0
10	Health & Family Welfare	1
11	Information & Broadcasting	7
12	Industrial Policy & Promotion	3
13	Labour & Employment	2
14	Mines	0
15	New & Renewable Energy	0
16	Petroleum & Natural Gas	1
17	Power	3
18	Road Transport & Highways	2
19	Science & Technology	0
20	Shipping	0
21	Steel	0
22	Telecom	1
23	Textiles	0
24	Water Resources, River Development and Ganga Rejuvenation	3
25	Youth Affairs & Sports	0
	Total	34

Proforma for filling up option

1.	Name	
2.	Designation	
3.	Ministry/Department	
4.	Date of Birth	
5.	Contact No./Mobile No.	
6.	Educational Qualification	
7.	Residential Address	
8.	Name/Designation/Contact No. of the officer with whom posted at present	

9. Previous posting (s)

	Grade	Ministry/ Department	Period		No. of Years
			From	To	
(i)	Stenographer Grade 'D'				
(ii)	Personal Assistant				
(iii)	Private Secretary (Ad-hoc)				

10. Preferences for posting (with reasons)

	Ministry/Department	Reason(s)
(i)		
(ii)		
(iii)		

Signature of officer

Signature of US (Admn.)/Estt. -----