

No. 3/2/2015-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: 10<sup>th</sup> September, 2015.

**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. It has accordingly been decided to carry out rotational transfer in the PPS grade of CSSS in the first phase on the basis of the revised rotational transfer policy. In this regard, officers equal in number in both the Groups A and B have been considered for transfer. As there are more officers who have completed the prescribed tenure of six years in Group B Ministries than the officers who have completed the prescribed tenure in Group A Ministries, only equal number of officers on the basis of tenure have been shortlisted for rotational transfer. The list of PPSs thus prepared for rotational transfer is as 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 also requested to indicate their preferences for posting in the enclosed format at **Annexure-IV** which should reach CS.II Division by **18.09.2015**. If option is not received by **18.09.2015**, it will be presumed that the officer has no specific choice and posting will be decided by the Placement Committee 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 01.07.2015.



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 and officers concerned are requested to verify the information (Annexure-II(A) & (B) and any discrepancy, if noticed in the list, may please 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	Personnel & Training
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	Posts
15	Rural Development
16	Social Justice & Empowerment
17	Supply Division
18	Tribal Affairs
19	Union Public Service Commission
20	Urban Development
21	Women & Child Development

Group 'B'

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

*Singh*  
10/9/18

20	Steel
21	Telecom
22	Textiles
23	Water Resources, River Development and Ganga Rejuvenation
24	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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10/02/15

**Officers presently posted in Group 'A' Ministries/ Departments covered  
under RTP as on 01.07.2015**

S.No.	NAME Shri/Smt./Ms.	DOB	SLY	MINISTRY/DEPARTMENT
1	V.D.Jaswani	13-11-1962	2010	Defence
2	V.L. Babu	01-06-1959	2010	MHA
3	T.V.Srinivasan	21-05-1963	2012	Defence
4	K.S. Subramanian	24-01-1966	2010	Earth Sciences
5	Inderjeet Arora	01-11-1965	2010	MHA
6	P.M. Muralidharan	11-11-1964	2010	MHA
7	P. Lakshmi Kanthan	05-07-1961	2012	Agriculture
8	Anil Kumar 'G'	06-11-1967	2010	HRD
9	Sanjeev Vohra	30-08-1968	2010	MHA
10	M. Jagannatha Rao	09-03-1969	2010	MHA
11	K.P. Singh	31-10-1958	2010	SJ&E
12	K.L. Kapoor	12-07-1964	2013	MHA
13	Satyabrata Padhy	05-05-1966	2011	MHA
14	Sampuran Singh	08-12-1964	2011	Agriculture
15	Sanjay Bora	31-08-1974	2014	Urban Dev.
16	V.V.S.Ram Mohan	25-02-1973	2012	Rural Dev.
17	Sanjay Kumar	24-09-1970	2012	Rural Dev.
18	Sanjay Kumar	10-12-1965	2012	MHA
19	Prabhu Dayal	31-03-1965	2012	MHA
20	Anjana Mukherjee	01-07-1963	2012	MHA
21	Narbada Malik	11-08-1965	2012	Agriculture
22	N. Srinivasan	30-08-1963	2012	Defence
23	P.S. Prasanna Kumar	15-07-1961	2013	Rural Dev.
24	N. Thulasi Hariharan	30-05-1964	2013	MHA
25	B. Venugopala Rao	24-02-1967	2012	Rural Dev.
26	Prasanna Rajan	05-01-1959	2013	HRD
27	Ganesh Chandra Rao Sahu	15-08-1967	2014	MSME
28	Kusum Arora	30-05-1968	2013	HRD
29	Chandra K. Bawari	28-04-1969	2013	Agriculture
30	Radha Sankaran	27-05-1965	2014	HRD
31	Rakesh Kumar	13-05-1977	2014	Legal Affairs
32	Neelam Madan	27-12-1963	2013	Agriculture
33	Seema Rustagi	01-01-1971	2013	Urban Dev.
34	Rajalakshmi Sridhar	26-07-1966	2014	Urban Dev.
35	T.P.S.Sehrawat	05-03-1968	2014	UPSC
36	R.Rengarajan	06-04-1961	2011	UPSC
37	Suman Mahi	30-11-1971	2011	Food & PD
38	Ishwar Singh	05-12-1965	2011	Defence
39	Harvinder Phalwaria	30-11-1971	2011	Rural Dev.
40	Lekh Raj	15-01-1963	2011	Defence

*Singh*  
10/09/15

**Officers presently posted in Group 'B' Ministries/ Departments covered  
under RTP as on 01.07.2015**

S.No.	NAME Shri / Smt. / Ms.	DOB	SLY	PRESENT POSTING
1	S.K. Sharma	12-11-1961	2010	Environment
2	V.A. Venkata Chalam	27-06-1964	2014	Commerce
3	B.Mani	29-04-1964	2010	S & T
4	Sansar Chand Birdi	10-09-1966	2011	Expenditure
5	V. Richards	04-12-1957	2010	MNRE
6	S. Sivarama Krishan	06-05-1967	2013	I&B
7	H. Ramakrishnan	11-02-1967	2010	Water Res.
8	Rashami Minocha	10-07-1962	2011	I&B
9	Anil Kapoor	24-02-1974	2011	I&B
10	R. Ravichandran	22-02-1966	2012	Water Res.
11	Kamal Singh	01-07-1962	2014	Shipping
12	Kamal Monga	28-12-1964	2012	Telecom
13	Kamal Verma	13-12-1962	2012	Commerce
14	Jaysri P.	18-09-1964	2012	Environment
15	Arun Kumar Dhir	22-04-1963	2012	Water Res.
16	Neelam Tarun	05-06-1962	2012	I&B
17	G.S. Bindra	01-01-1962	2012	Labour
18	Ajit Singh Sarpal	01-08-1971	2013	Civil Aviation
19	Rajni Bachani	28-03-1965	2013	Expenditure
20	S.C. Kargeti	14-04-1969	2013	P&NG
21	K.M. Hari Govindan	01-01-1965	2013	Fertilizers
22	Baljeet Kaur	16-12-1965	2013	Power
23	Geeta Sridharan	17-05-1961	2013	I&B
24	Kiran Bala Luthra	01-08-1963	2013	Health & FW
25	Ashok Kumar	30-04-1965	2013	Power
26	S.S. Rawat	23-03-1962	2013	Power
27	Tamal Chatterjee	04-05-1965	2013	Coal
28	Jyoti Chopra	29-06-1968	2013	Water Res.
29	C.H. Ramachandran	27-09-1966	2013	Power
30	A.K. Seth	28-07-1967	2013	Expenditure
31	Kundan Lal	31-08-1962	2012	Environment
32	Pramod Pant	17-07-1974	2013	S & T
33	Seema Sareen	25-03-1967	2013	Power
34	Mukesh Kumar	05-10-1969	2013	P&NG
35	Rakesh Kumar	14-03-1969	2012	S & T
36	Savita Sen	04-06-1965	2013	P&NG
37	Rajendra Prasad	04-03-1966	2013	Expenditure
38	Sunita Sidhu	20-08-1967	2010	Water Res.
39	Devender Kumar	19-03-1966	2014	Health & FW
40	Anita Gianey	19-03-1969	2013	Expenditure

*Singh*  
10/09/15

**Annexure-III**

**Vacancy position in the grade of PPS of CSSS as on date**

**Group 'A'**

<b>S.No.</b>	<b>Ministry/Department</b>	<b>Slots</b>
1	Animal Husbandry, Dairing & Fisheries	0
2	Agriculture & Cooperation	5
3	Culture	0
4	Defence	5
5	Personnel & Training	0
6	Earth Science	1
7	Food & Public Distribution	1
8	Home Affairs	11
9	Human Education	4
10	Legal Affairs	1
11	Minority Affairs	0
12	Micro, Small & Medium Enterprises	1
13	Niti Ayog	0
14	Posts	0
15	Rural Development	5
16	Social Justice & Empowerment	1
17	Supply Division	0
18	Tribal Affairs	0
19	Union Public Service Commission	2
20	Urban Development	3
21	Women & Child Development	0
	<b>Total</b>	<b>40</b>

**Group 'B'**

<b>S.No.</b>	<b>Ministry/Department</b>	<b>Slots</b>
1	Civil Aviation	1
2	Coal	1
3	Commerce	2
4	Consumer Affairs	0
5	Corporate Affairs	0
6	Environment, Forests & Climate Change	3
7	Expenditure	5
8	Fertilizers	1
9	Health & Family Welfare	2
10	Information & Broadcasting	5
11	Industrial Policy & Promotion	0

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10/09/15

12	Labour & Employment	1
13	Mines	0
14	New & Renewable Energy	1
15	Petroleum & Natural Gas	3
16	Power	5
17	Road Transport & Highways	0
18	Science & Technology	3
19	Shipping	1
20	Steel	0
21	Telecom	1
22	Textiles	0
23	Water Resources, River Development & Ganga Rejuvenation	5
24	Youth Affairs & Sports	0
	Total	40

*Singh*  
10/09/15



**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. -----