

**Most Immediate
Time Bound**

5/16/2007-CS.I(U&C)
Government of India
Ministry of Personnel, PG and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhavan, New Delhi-110003
Dated the 23rd February, 2009

OFFICE MEMORANDUM

Subject: Select List 2003 of Grade I (Under Secretary) of CSS.

All the Ministries/Departments may be aware that this Department is in the process of bringing out all the pending panels (2003 to 2008) of Grade I of CSS. It is expected that in the panel of 2003 some 900 vacancies would arise after taking into account the cadre restructuring vacancies of the CSS as well. For the panel of 2003 of Grade I of CSS, all the Section Officers upto the **Select Lists of 1995** would be covered in the zone of consideration. Since the Section Officers' grade of CSS is managed on a decentralized basis, the following information is urgently required in this Division for the above purpose:

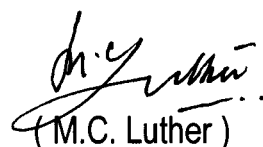
- (i) vigilance status of all Officers in the zone of consideration (to be forwarded to AVD.I Branch of DOP&T),
- (ii) CR Dossiers(mainly ACRs for the period prior to 2001-2002 for the panel of 2003) including 'NRCs' if any,
- (iii) whether the officers continue in service in the CSS, in the respective Ministry/Deptt. or have left the service of CSS (date of leaving the CSS),
- (iv) whether they are on deputation and/or absorbed in any Organisation on deputation(date of deputation/absorption),

2. The status of missing CRs/CR dossiers of the individual Under Secretary (ad hoc) for the said purpose has already been uploaded on the website of this Division. The CRs/CR dossiers along with No Report Certificate('NRC'), if any, may also be made available to this Department urgently, if not already sent.

3. The vigilance status of ad hoc Under Secretaries may be sent to **AVD.I Branch, North Block** of this Department.

4. All the individual Officers in their own interest are also requested that they may pursue the authorities concerned to make available the said information to this Department on an urgent basis. Needless to add, the outstanding panels in the grade of Under Secretary shall be in place only when all the relevant records are completed and quickly sent to UPSC. This Department proposes to send the initial data/documents in the first week of March 2009, as such this communication be acted upon in a time bound manner, so as to ensure receipt of all information sought,

latest by 2nd March, 2009.



Deputy Secretary to the Govt. of India
Ph.:24629411

To,
All the Ministries/Departments (as per list attached)

Copy to:
AVD.I Branch / SO(CR)