

**IMMEDIATE**

No.5/12/2008-CS.II  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Personnel & Training)

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Lok Nayak Bhavan, New Delhi-110 003  
Dated : 12<sup>th</sup> December, 2008

**OFFICE MEMORANDUM**

Subject: **Fixation of range of seniority for promotion from Steno Grade 'C' to Steno Grade 'A&B' (Merged) of CSSS-Select List Year 2006- reg.**

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The undersigned is directed to say that the nomination of Stenos Grade 'C' for appointment as Steno Grade 'A&B' (Merged) of CSSS against the Seniority Quota vacancies for the Select List 2005 has already been made vide this Department's O.M.No.5/12/2007-CS.II dated 5.11.2008 and 20.11.2008. On the basis of the relevant data as furnished to this Department by the cadre authorities, it has been decided that the following will be the 'range of seniority' (zone of promotion) for making additions to the Select List for the year, 2006.

<b>General:</b>	All Stenos Grade 'C' upto S.No.394 in the Common Seniority List-1989 of Stenos Grade 'C' of CSSS issued by this Department vide O.M. No.20/33/2005-CS.II dated 10.5.2006.
<b>SC:</b>	All Stenos Grade 'C' upto S.No.709 whose names figure in the Common Seniority List of Stenos Grade 'C' of CSSS upto 1990 issued vide OM No.20/33/2005-CS-II dated 10.5.2006.
<b>ST:</b>	All Stenos Grade 'C' who have completed 8 years of 'approved service' as on 1.7.2006

2. As Cadres may be aware, consequent upon restructuring of CSSS in the year 2006, a large number of posts in Steno Grade 'A&B' (Merged) of CSSS became available. Pending filling up of the posts/vacancies through normal modes of recruitment prescribed under the rules, these posts were filled up on ad-hoc basis, in administrative interest/exigencies. In this regard, attention is invited to this Department O.M. No.5/8/2006-CS.II dated 31.5.2006 through which Stenos Grade 'C' of CSSS were promoted as Steno Grade 'A&B'(Merged) of CSSS on ad-hoc basis. Some of the officials being covered now for regular promotion to Steno Grade 'A&B' (Merged) of CSSS within the 'zone' prescribed above have already been promoted as Steno Grade 'A&B'(Merged) of CSSS on ad-hoc basis in their own cadre and some have been nominated to other cadres vide the O.M.dated 31.5.2006 referred to above.

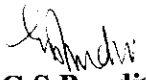
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3. All the cadre controlling authorities of CSSS are requested to place the cases of all eligible Stenographers Gr. 'C', who are covered within the 'zone' prescribed and who have not yet been included in the Select List of Steno Gr. 'A&B' (Merged) of CSSS, before the Departmental Promotion Committee to assess their suitability or otherwise for promotion to the Steno Grade 'A&B' (Merged) of CSSS. It is further requested that the recommendations of the Departmental Promotion Committee along-with vigilance clearance in respect of all the eligible officer(s) concerned who are working in their cadres including those who have been transferred from other cadres to their cadre on their ad-hoc promotion to Steno Grade 'A&B' (Merged) of CSSS, may be furnished to this Department in the prescribed proforma **(Annexures -I,II & III)** latest by **16<sup>th</sup> January, 2009.**

4. Cadres are also requested to furnish a list of officers, if any, figuring in the 'zone' who have already been promoted through earlier Select List(s), as in **Annexure - IV .**

Encl : **As above.**

  
( G.S.Pundir )

Under Secretary to the Government of India  
Tel: 24623157

1. All the Cadre Controlling Authorities of CSSS,

Copy to :-

Guard file,

**ANNEXURE-I TO O.M.NO. 5/12/2008-CS.II DATED 12.12.2008**

**NAME OF THE CADRE: .....**

**PARTICULARS OF STENO GR. 'C' BELONGING TO GENERAL CATEGORY FOR MAKING  
ADDITIONS TO THE SELECT LIST OF STENO GR. 'A&B' (MERGED) OF CSSS THROUGH  
SENIORITY QUOTA FOR THE YEAR 2006**

Sl. No.	Name of the officer	Date of Birth	Select List year of the Steno Gr. 'C' Of CSSS	S. No. in the Common Seniority List of Steno Gr. 'C'	Whether considered suitable for inclusion in the Select List of Steno Gr. 'A&B' (Merged) of CSSS	Whether clear from Vigilance angle	Period of stay in the present cadre	Parent Cadre of transferred Officer(s), wherever applicable
1	2	3	4	5	6.	7.	8.	9.

Signature of Under Secretary:

Name :

Stamp:

**ANNEXURE-II TO O.M. NO. 5/12/2008-CS-II DATED 12.12.2008**

**NAME OF THE CADRE: .....**

**PARTICULARS OF STENO GR. 'C' BELONGING TO SC CATEGORY FOR MAKING ADDITIONS TO  
THE SELECT LIST OF STENO GR. 'A&B' (MERGED) OF CSSS THROUGH SENIORITY QUOTA FOR  
THE YEAR 2006.**

Sl. No.	Name of the officer	Date of Birth	Select List year of the Steno Gr. 'C' of CSSS	S. No. in the Common Seniority List of Steno Gr. 'C'	Whether considered suitable for inclusion in the Select List of Steno Gr. 'A&B' (Merged) of CSSS	Whether clear from Vigilance angle	Period of stay in the present cadre	Parent Cadre of transferred Officer(s), wherever applicable
1	2	3	4	5	6.	7.	8.	9.

Signature of Under Secretary:

Name :

Stamp:

**ANNEXURE III TO O.M.NO.5/12/2007-CS-II DATED 12.12.2008**

**NAME OF THE CADRE: .....**

**PARTICULARS OF STENO GR.. 'C' OF CSSS BELONGING TO ST CATEGORY FOR MAKING  
ADDITIONS TO THE SELECT LIST OF STENO GR. 'A&B' (MERGED) OF CSSS THROUGH  
SENIORITY QUOTA FOR THE YEAR 2006.**

Sl. No.	Name of the officer	Date of Birth	Select List year in the Steno Gr. 'C' of CSSS	S.No. in the Common Seniority List of Steno Gr. 'C'	Whether considered suitable for inclusion in the Select List of Steno Gr. 'A&B' (Merged) of CSSS	Whether clear from Vigilance angle	Period of stay in the present cadre	Parent Cadre of transferred Officer(s), wherever applicable
1	2	3	4	5	6.	7.	8.	9.

Signature of Under Secretary:

Name :

Stamp:

**ANNEXURE IV TO O.M. NO.5/12/2008-CS.II DATED 12 .12.2008**

**LIST OF OFFICERS FIGURING IN THE ZONE WHO HAVE ALREADY BEEN PROMOTED THROUGH EARLIER SELECT LIST**

S.No.	Name of the Officer	S. No. in the CSL of Steno Gr. 'C'	Year of Select List (SQ/DE to be specified)	Present cadre of the officer	Remarks

Signature of Under Secretary:

Name :

Stamp: