

No.4/2/2012-CS.II(A)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

3<sup>rd</sup> Floor, Lok Nayak Bhavan, New Delhi-110003.

Dated: the 24<sup>th</sup> July 2012.

**OFFICE MEMORANDUM**

Subject :- Fixation of range of seniority for promotion from PA to PS Grade of CSSS-  
Select List Year 2010 – extension thereof

In continuation of this Department's O.M. of even number dated 17.2.2012 on the above mentioned subject, the undersigned is directed to say that it has been decided to extend the range of seniority in respect of the Personal Assistants belonging to UR, SC & ST category prescribed therein, as under:-

UR & SC	All unabsorbed and eligible PAs of previous zones and the PAs upto Select List Year 2003 who have 5 years of 'Approved service' as on 01.07.2010.
ST	All unabsorbed and eligible PAs of previous zones and PAs who have completed 5 years of 'Approved service' as on 1.7.2010.

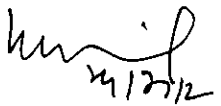
2. All the Cadre Units of CSSS are requested to place the cases of all the eligible PAs of CSSS who are covered within the 'zone' prescribed and who have not yet been included in the Select List of PS Grade of CSSS, before the Departmental Promotion Committee, to assess their fitness or otherwise for promotion to the PS Grade of CSSS. It is further requested that the recommendations of the Departmental Promotion Committee alongwith 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 adhoc promotion to PS Grade of CSSS, may be furnished to this Department in the prescribed proforma (**Annexure-I, II & III**).

3. Cadre Units are also requested to furnish a list of officers who have already been relieved/refused regular promotion as PS for the Select List Year 2010 and vacancy position in the grade after taking into the account the nomination made vide this Department O.M. of even number dated 17.7.2012 as in **Annexure-IV & V**

4. Personal Information/Preference for posting, as per the provisions of RTP issued vide this Department O.M. No.13/1/2009-CS.II dated 15.7.2011, may also be furnished to this Department in the **Annexure- VI** respectively. In case, no option for preference for posting is received from any official, the nomination/transfer shall be made keeping in view the number of vacancies in Cadre Units of CSSS.

5. The above information may be furnished to this Department in the prescribed proforme latest by **24.8.2012**.

Encl: **As above**

  
(Kameshwar Mishra)  
Under Secretary to the Government of India  
Tel.No. 24623157

To

All the Cadre Units of CSSS.  
US (Admn ) by name

Copy to :-

- 1.Guard file
2. Hindi Section, DOPT, North Block, New Delhi( for Hindi version)

**ANNEXURE-I TO O.M.NO. 4/2/2012-CS.II (A) DATED 24.7.2012**

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

**PARTICULARS OF PA BELONGING TO GENERAL CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF PS OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2010.**

Sl. No.	Name of the officer	Date of Birth	Select List year of the PA of CSSS	CSL No. in the in OM No.4/7/2011-CS.II (A) dated 13/7/2012	Whether considered suitable for inclusion in the Select List of PS of CSSS	Whether clear from Vigilance angle	Period of stay (in years) 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. 4/2/2012-C.II (A) DATED 24.7.2012**

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

**PARTICULARS OF PA BELONGING TO SC CATEGORY FOR MAKING ADDITIONS TO THE  
SELECT LIST OF PS OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2010.**

Sl. No.	Name of the officer	Date of Birth	Select List year of the PA of CSSS	CSL No. in the in OM No.4/7/2011-CS.II (A) dated 13.7.2012	Whether considered suitable for inclusion in the Select List of PS of CSSS	Whether clear from Vigilance angle	Period of stay (in years) 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.4/2/2012-CS.II (A) DATED 24.7.2012**

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

**PARTICULARS OF PA OF CSSS BELONGING TO ST CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF PS OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2010.**

Sl. No	Name of the officer	Date of Birth	Select List year of the PA of CSSS	S. No. in the in OM No.4/7/201 1-CS.II (A) dated 13.7.2012	Whether considered suitable for inclusion in the Select List of PS of CSSS	Whether clear from Vigilance angle	Period of stay (in years) 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.4/2/2012-CS.II (A) DATED 24.7.2012**

**List of officers who have already been relieved/refused promotion against S.L.2010**

S.No.	Name of the Officer	CSL No. in OM No.4/7/2012-CS.II (A) dated 13.7.2012	Present cadre of the officer	Whether relieved/ refused regular promotion/date

Signature of Under Secretary:

Name :

Stamp:

**Annexure V to O.M. No. 4/2/2012-CS.II (A) dated 24.7.2012**

**NAME OF THE CADRE UNIT:**

**Vacancy position in the grade of PS after implementation of DOPT  
O.M.No. of even number dated 17.7.2012**

Sanctioned strength	Number of regular PS in position	Number of persons working as adhoc PS	Number of PS on deputation/likely date of repatriation/ <i>None</i> <i>along with Name</i>	Number of vacancy remaining unfilled (Gen/SC/ST)	Remarks
1	2	3	4	5	6