

No.4/2/2011-CS.Ii (A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi
Dated the 24th August 2011

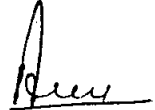
OFFICE MEMORANDUM

23 AUG 2011

Subject:- Promotion of Personal Assistant (PA) of CSSS to the Private Secretary (PS)
Grade of CSSS on ad-hoc basis- reg.

The undersigned is directed to say that this Department proposes to fill up the vacancies in the grade of PS of CSSS on adhoc basis. Details of vacancy position in the grade of PS is urgently required for this purpose.

2. All the cadre units are, therefore, requested to furnish the updated vacancy position in the grade in the enclosed prescribed proforma latest by 15.9.2011.



(Kiran Vasudeva)
Under Secretary to the Government of India
Tel.No.24654020

All Cadre Units of CSSS

Name of the Cadre Unit _____

Details of vacancy position in PS Grade of CSSS

Revised Sanctioned strength	Number of Regular PS in position	Number of persons working as adhoc PS	Number of regular PS on deputation/likely date of reversion	Number of vacancies remaining unfilled (Gen/SC/ST)	Remarks

Under Secretary (Admn)
Ministry / Department