

No.4/1/2008-CS.II
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi - 110 003.
Dated, the 10th April, 2008.

OFFICE MEMORANDUM

Sub: Promotion of UDCs of Central Secretariat Clerical Service (CSCS) to the Assistant's Grade of Central Secretariat Service (CSS) on ad-hoc basis.

In continuation of this Department's Office Memorandum No.4/1/2008-CS.II dated 07.03.2008 on the subject mentioned above, the undersigned is directed to say that it has been decided to further promote some more UDCs of CSCS of Select List Year 1994 and one UDC of CSCS of Select List Year 1993, whose names are given in the Annexure to this O.M, to Assistants' Grade of CSS on ad-hoc basis upto 30/06/2008 or until further orders or till regular Assistants become available through the normal channels of recruitment as prescribed under the CSS Rules, whichever is earlier, and nominate them to the cadre(s) indicated against their names,

2. The officials shown in the Annexure may be appointed as Assistants on ad-hoc basis, initially for the period upto 30/06/2008 after assessing their suitability for promotion by screening the records (ACRs) of the officers by the appointing authority and also after ensuring that no vigilance case is either pending or being contemplated against the official. The ad-hoc promotion/appointment is subject to following conditions: -

- i) the ad-hoc appointment shall not confer on the appointees any right to continue in the grade indefinitely or for inclusion in the Select List or to claim seniority in the Assistants' Grade of CSS;
- ii) ad-hoc appointments may be terminated at any point of time without giving any reason therefore;
- iii) the appointment on ad-hoc basis will take effect from the date of taking over charge of the post of Assistant of CSS.

3. It is requested that all concerned may be promoted immediately if they are found suitable for promotion and are clear from vigilance angle so that they can assume the charge of Assistants (Ad-hoc).

4. If any of the officers shown in the list is on deputation, he/she may be given the option to revert within one month to avail of the promotion.

5. It is requested that the names of regular UDCs who have been promoted as Assistant on ad-hoc basis may continue to be shown in the seniority list of the UDCs.

6. It is requested that the officials may be appointed immediately subject to their fulfillment of the requirements as mentioned in para 2 above. A copy of the appointment order may be endorsed to this Department.


(G.S. PUNDIR)

Under Secretary to the Govt. of India
☎: 24623157

Cadre authorities as per list
(by name of US Admn.)

Annexure to OM No.4/1/2008-CS.II dated 10.04.2008

SNo.	Revised CSL No.	Name Shri/Smt/Kum.	Cadre where working	Cadre where allocated
1	675/93	Oommen Daniel	Food	Food
2	1/94	Neena Kohli	MHA	MHA
3	3/94	K Balasubramanian	MHA	MHA
4	8/94	Jagdish Singh	Commerce	Commerce
5	20/94	U.Sharda Rao	Labour	Labour
6	21/94	Purushottam Manan	Labour	Labour
7	22/94	Anuradha Sood	Labour	Labour
8	23/94	Savitha Sharma	MHA	MHA
9	24/94	A.N. Vijayan	MHA	MHA
10	25/94	A.K. Pandey	DOPT	DOPT
11	29/94	Jaspal Kaur Arora	I&B	I&B
12	31/94	Amit Kundu	I&B	I&B
13	32/94	A. Ramalingam	Civil Aviation	Civil Aviation
14	33/94	R.K. Vasisht	Civil Aviation	Civil Aviation
15	34/94	Asha Chakravorthy	Civil Aviation	Civil Aviation
16	35/94	Lalji	Civil Aviation	Civil Aviation
17	36/94	Nutan Prakash	Agri & Coop.	Agri & Coop.
18	37/94	J.S. Rautela	Agri & Coop.	Agri & Coop.
19	39/94	Anita Sharma	Pl. Commission	Pl. Commission
20	40/94	Suresh Kumar V.K.	MHA	MHA
21	42/94	Ram Kishore	Finance	Finance
22	43/94	Asha Rani Dhyani	Finance	Finance
23	44/94	Maheswari Shankar	Finance	Finance
24	45/94	Shaik Moulali	Defence	Defence
25	47/94	Sumitra Dabral	Defence	Defence
26	48/94	Ajay Kansal	Defence	Defence
27	49/94	Joginder Singh	I&B	I&B
28	50/94	Anil Kumar Verma	I&B	I&B
29	51/94	Jhansi Rajaraman	I&B	I&B


(G.S. PUNDIR)

Under Secretary to the Govt. of India