

No.4/8/2015-CS-I (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

Lok Nayak Bhavan, New Delhi
Dated the 14th March, 2016

Office Memorandum

Subject: Select List of Selection Grade (Deputy Secretary) of Central Secretariat Service (CSS) for the year 2011 – clarification regarding.

This Department is in receipt of a number of representations/queries regarding appointment of CSS officers as Deputy Secretary on regular basis after their inclusion in DSSL 2011 vide this Department's O.M. of even number dated 14.10.2015. The following clarifications are hereby made in this regard.

1. Ministries/ Departments, where the officers approved for inclusion in DSSL 2011 are currently posted as Deputy Secretary on ad-hoc basis would notify the appointment of these officers as Deputy Secretary on regular basis from the date of issue of above referred OM i.e. 14.10.2015. In the case of Deputy Secretaries (ad-hoc) who are on long leave, the Department from where the officers are drawing leave salary would notify the appointment of these officers as Deputy Secretary on regular basis from the date of issue of the said OM. In case of officers who have already been holding the post of DS on ad-hoc basis, no fresh charge assumption is required. In terms of Rule 2 of CSS Rules, approved service in the grade of DS in respect of officers included in the DSSL 2011 will count from 01.07.2011. However, in terms of DPC Guidelines, promotions are effective from a prospective date and no notional fixation of pay from a date prior to the date of actual promotion will be allowed.

2. Notification for regular promotion should be issued subject to the following conditions:

(i) The officer concerned is clear from vigilance angle in terms of this Department's OM N. 22034/4/2012-Estt.(D) dated 02.11.2012 and other relevant instructions on the subject;

(ii) If an officer is undergoing penalty, notification should not be issued for regular promotion and in such cases notification should be issued only after the currency of the penalty is over in terms of this Department's OM 22034/5/2004-Estt.(D) dated 15.12.2004. Such cases should also be informed to this Department.



3. In respect of officers who are away on deputation, this Department will issue orders for their proforma promotion from the date of issue of Select List i.e. 14.10.2015, on receipt of written requests from the officers concerned. Only on grant of proforma promotion, Notification for their regular promotion should be issued by the Ministry/ Department concerned from where the officer proceeded on deputation.

4. Copy of notifications should invariably be endorsed to this Department for record. If any of the officers included in DSSL 2011 cannot be appointed to the grade of DS on regular basis, the same may be brought to the notice of this Department immediately along with reasons.

5. The officers who were in service on crucial dates but had retired as Under Secretary subsequently on superannuation or otherwise, have also been considered for inclusion of their names in the aforesaid Select List of Selection Grade (DS) of CSS in pursuance of this Department's OM No. 22011/4/98-Estt.(D) dated 12.10.1998 to identify the correct zone of consideration for the relevant Select List. However, their appointment should not be notified as retired persons would not be available to for actual promotion from a prospective date.



(Biswajit Banerjee)
Under Secretary to the Government of India
Telefax: 24629413

To

All Ministries/Departments of Govt. of India