

F.No.24/1/2010-CS.I(P)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
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Lok Nayak Bhawan, New Delhi  
Dated the 20<sup>th</sup> January, 2011.

**Office Order**

Approval of the competent authority is accorded to encadrement of the following posts, as detailed under, into Central Secretariat Service:-

S. No	Cadre Unit (Ministry/Deptt.)	Name of post/ (Participating office)	Number of posts	Grade into which encadred/	Revised Strength of grade in main Cadre Unit	Remarks
1.	Ministry of Culture	Director (Admn) (in Archaeological Survey of India)	1	Director	5 Dir/DS	Recruitment Rules of the Director (Admn.) may be annulled and the post be redesignated as Director
2.	Ministry of Urban Development	Under Secretary	2	Under Secretary	60	Post created vide M/o HUPA's order dated 24.5.2010
3.	Ministry of Urban Development	Section Officer	2	Section Officer	152	Post created vide M/o HUPA's order dated 24.5.2010
4.	Ministry of Urban Development	Assistant	4	Assistant	281	Post created vide M/o HUPA's order dated 24.5.2010
5	Prime Minister's Office	Under Secretary	1	Under Secretary	4	Post created vide PMO's order dated 8.12.2010
6	Ministry of Finance	Section Officer	6	Section Officer	261	Posts created vide MoF, DoR order date 13.10.2010 in CDBT
7	Ministry of Finance	Assistant	12	Assistant	471	Posts created vide MoF, DoR order date 13.10.2010 in CDBT
8	Cabinet Secretariat	Under Secretary	1	Under Secretary	16	Post created vide Cab Sectt order dated 30.9.2010
9	Ministry of Home Affairs	Section Officer (in Cabinet Secretariat)	1	Section Officer	267	Post created vide Cab Sectt order dated 30.9.2010

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10	Ministry of Home Affairs	Assistant (in Cabinet Secretariat)	1	Assistant	444	Post created vide Cab Sectt order dated 30.9.2010
11	Ministry of Health & Family Welfare	Section Officer	1	Section Officer	136	The post is in National Medicinal Plant Board
12	Department of Higher Education	Deputy Secretary	1	Deputy Secretary	23 Dir/DS	The newly created post is sanctioned for a period upto 28.6.2010 only

2. The resultant vacancies due to encadrement of posts in the grade of Section Officer and Assistant may be intimated, in the prescribed proforma, to DOPT by the concerned Ministries, giving details of the mode and the category to which these would fall, so as to enable filling up of these vacancies as per the Statutory Rules.

*Ravindra Kumar*

(Ravindra Kumar)  
Under Secretary to the Govt. of India  
Tel: 24629413

Copy to:-

1. Ministry of Culture, Shastri Bhavan, New Delhi -110115 w.r.t. OM No.A.13011/43/2010-Estt. dated 10.12.2010
2. Ministry of Urban Development, Nirman Bhawan, New Delhi OM No.A.11019/1/2010-Admn.I dated 30.11.2010
3. Prime Minister's Office, South Block, New Delhi-110101 w.r.t. ID Note No.A.22013/2/2010-PME dated 8.12.2010
4. Ministry of Finance, Department of Revenue, North Block, New Delhi OM No.A.50050/91/2010-Ad.I dated 26.11.2010
5. Department of Expenditure, Admn. Division, North Block, New Delhi
6. Cabinet Secretariat, Rashtrapati Bhavan, New Delhi w.r.t. OM No.A.22011/02/2009-Ad.I dated 29.10.2010
7. Ministry of Home Affairs, Admn Division, North Block, New Delhi
8. Ministry of Health & Family Welfare, Department of Health & FW, Nirman Bhawan, New Delhi w.r.t. OM No.A.11018/01/2007-E.I dated 3.11.2010
9. Ministry of Human Resource Development, Department of Higher Education w.r.t. OM No.22011/1/2007-E.I dated 22.10.2010. The proposal to encadre 3 temporary posts each of US and Assistant is not agreed to as it would not be possible to provide personnel against these posts during posts' tenure.
10. CS.I(D)/CS.1(U)/CS.1(S)/CS.1(A)/Guard File
11. Hindi Unit with request to provide hindi version.