

7/6/2016-CS.I(A)
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi – 110 003,
Dated the 02nd August, 2017.

OFFICE MEMORANDUM

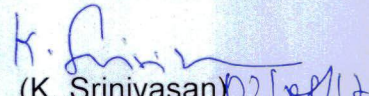
Subject: Posting of regular officers in Assistant Section Officers' Grade of Central Secretariat Service at Branch Secretariat, Department of Legal Affairs, Mumbai.

The vacancies in the Assistant Section Officer Grade in the following office are proposed to be filled up in terms of guidelines laid down in DoPT's O.M. No. 21/2/2009-CS.I(P) dated 16.07.2015:-

(i) Branch Secretariat, Department of Legal Affairs, Mumbai. – **1 (One)**

2. The Assistant Section Officers of CSS who are holding the post on regular basis desirous of posting in the above offices may forward their applications along with their personal particulars in the enclosed format through their Cadre Controlling Authorities by **01st September, 2017**. Since the posts are of CSS, the officers of the other services need not apply.

3. The Cadre Units while forwarding the applications may indicate the vigilance status of the officer. Assistant Section Officers who apply for the post will not be allowed to withdraw their nomination subsequently. Applications received after the last date from the cadre controlling authorities or otherwise found incomplete will not be considered. While forwarding the application cadre controlling authorities should also certify that the officer concerned would be relieved without substitute in the event of his selection. This Department would provide substitute in place of the selected candidate in due course.


(K. Srinivasan) 02/08/17

Under Secretary to the Government of India
Tel. No. 24642705

To

All Ministries/Departments of Government of India (through website of this Department)

Request for posting to the post of:**1. Personal Information**

1.	Name of Officer	
2.	Designation	
3.	Date of Birth	
4.	Select List Year /recruitment year	
5.	Present Ministry/Department	
6.	Educational Qualification	
7.	Contact Number	

2. Experience (including deputation details):-

Sl.No.	Grade	Ministry/Department	Period (give dates)		Subject dealt (in brief)
			From	to	
1.					
2.					
3.					
4.					

3. Reasons for posting:-

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and upto date. and the data available herein is correct and up to date.

(signature of the applicant)

Date:-

(For Admn. Division of Ministry/Department)

Forwarded.

It is certified that the details of the officer in the web based cadre management is complete, correct and upto date.

The officer is clear from vigilance angle.

Signature:
Name:

Date: