

No.4/1/2007-CS.II  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

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Lok Nayak Bhawan, New Delhi – 110 003.

Dated, the 22nd August, 2007.

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.

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In continuation of this Department's Office Memorandum of even number dated 15.02.2007 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 1993, whose names are given in the Annexure to this O.M. to Assistants' Grade of CSS on ad-hoc basis upto 31/12/2007 or until further orders, whichever is earlier, and nominate them to the cadre(s) indicated against their names, till regular Assistants become available through the normal channels of recruitment as prescribed under the CSS Rules.

2. The officers shown in the Annexure may be appointed as Assistants on ad-hoc basis, initially for the period upto 31/12/2007 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 therefor.
- 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 relieved of their duties 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) in the new Cadre wherever applicable.

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 with a view 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 in their own cadre as also who have been nominated to other cadres may continue to be shown in the seniority list of the UDCs in their respective cadres.

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6. The above nomination of UDCs for appointment to Assistant Grade on ad-hoc basis has been made on the basis of the firm number of vacancies furnished by the cadres. Hence, no representation/request for retention from any quarters, on any ground, would be entertained either by the cadre or by this Department. Sending of requests to DOPT will amount to canvassing and the employees concerned will be liable for disciplinary action under the CCS Conduct Rules. It is requested that the officials may be appointed/relieved 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

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To

1. M/o Defence, (Ms. T.P. Kerketta, US), Sena Bhavan, New Delhi.
2. M/o Social Justice & Empowerment (Shri J.P. Mehta, US), Shastri Bhavan, New Delhi.
3. D/o Personnel & Training, (Shri P.K. Mishra, US) North Block, New Delhi.
4. D/o Commerce (Supply Division), (V.K. Sharma, US) Nirman Bhavan, New Delhi.
5. M/o Rural Development, (Shri Maha Bir Pershad, US) Krishi Bhavan, New Delhi.
6. D/o Agriculture & cooperation (Shri P. Vijay Kumar, US, Krishi Bhavan, New Delhi.

✓ Copy to NIC for uploading the above OM in the website of this Department.

Annexure to OM No.4/1/2007-CS.II dated 22.08.2007

SNo.	Revised CSL No.	Name S/Shri	DOB	Where working	Cadre where allocated
1	588/93	Raj Bala	15.09.1962	Rural Dev.	Defence
2	589/93	Suresh Kumar	04.03.1959	Rural Dev.	Defence
3	590/93	Sanjay Kumar	08.03.1964	Rural Dev.	Defence
4	591/93	Bhagya Rekha	07.08.1956	Agri & coop.	Defence
5	592/93	Mithlesh Kumar	06.06.1960	Agri & Coop.	Defence
6	593/93	K.S. Nagendra	09.04.1960	Agri & coop.	DOPT
7	594/93	Shiv Lal	10.04.1951	Agri & coop.	SJ&E
8	595/93	Alka Rani Madan	10.02.1962	Supply	Defence
9	596/93	S. Venkatesan	09.11.1961	Supply	SJ&E
10	597/93	Nirab Kumar Ray	15.03.1969	Supply	Defence
11	598/93	Ajay Verma	19.09.1962	Supply	DOPT
12	599/93	Ambika K. Kumar	18.05.1961	Supply	DOPT
13	600/93	Renu Devgan	02.10.1959	Supply	Defence
14	601/93	Vasumathy Sridharan	18.06.1962	Supply	DOPT
15	602/03	D. Palanichamy	09.05.1960	Supply	Defence
16	603/93	Jasvir Singh	15.07.1961	Supply	SJ&E
17	604/93	Man Mohan Kumar	16.12.1963	Supply	Defence

  
(G.S. PUNDIR)  
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