

No. 12/3/2015-CS.II(B)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

3rd Floor, Lok Nayak Bhawan
Khan Market, New Delhi-110003
Dated 19th June, 2018

OFFICE MEMORANDUM

Subject: -Upper Division Grade Limited Departmental Competitive Examination-2015-
Nomination of qualified candidates for appointment to Senior Secretariat Assistant
(SSA) Grade in CPCS against the Select List Year-2015-reg.

The undersigned is directed to say that according to Rule 11(1) of the Central Secretariat Clerical Service Rules, 1962 as amended by this Department's Notification No. 12/3/93-CS.II dated 22.11.1995, vacancies in the Upper Division Grade of the service in any cadre have to be filled by the regular appointments of persons included in the Select List for the Upper Division Grade in that cadre. The said Select List is to be prepared in accordance with the provision envisaged in Regulation 2(1) of the Third Schedule to the said Rules. According to that Regulation as amended by this Department's Notification No. 7/31/73-CS.II dated 04.02.1976, 25% of the vacancies are to be filled up on the basis of Limited Departmental Competitive Examination (LDCE) and 75% on the basis of seniority in the Junior Secretariat Assistant (JSA) Grade.

2. On the basis of the UD Grade Limited Departmental Competitive Examination for the Select List Year-2015, Staff Selection Commission has recommended 2 candidates for appointment as Senior Secretariat Assistant (SSA) in the Central Secretariat Clerical Service (CPCS) against Select List Year -2015.

3. It has, therefore, been decided to allocate 2 (Two) qualified candidates to the cadre units of CPCS as indicated in the Annexure to this Office Memorandum. It is requested that before these candidates are appointed, particulars of their service, caste etc., may please be checked and it may also be ensured that no vigilance case is pending or being contemplated against them. The dossiers of the candidates, as received from the SSC are sent herewith and these should be retained after their appointment as part of their personal files.

4. Since, the qualified candidates whose names are given in the Annexure to this OM are eligible for inclusion in the Select List Year-2015 of Senior Secretariat Assistant (SSA) Grade, it is requested that immediate action may please be taken to appoint them to the post of Senior Secretariat Assistant (SSA) in those cadre units to which they have been allocated. It may please be ensured that the candidates nominated from the aforesaid examination are interpolated with the persons included in the Select List through Seniority Quota in the ratio of 3:1(SQ:DE) as prescribed under CPCS Rules, 1962.

5. Copies of appointment orders be endorsed to this Department and the SSC. If any candidates is not appointed to SSA Grade due to any reason, his/her dossier may please be returned to the Staff Selection Commission directly under intimation to this Department after cancelling his / her offer of appointment and keeping all correspondences made with regard to his / her appointment, including cancellation letter, in the dossier.

Sd/-
19/6/18

6. In case any of the nominated candidates has been appointed as regular SSA in the CSCS on the basis of an earlier Limited Departmental Examination for the Grade, the Cadre Authorities are requested to furnish their names, immediately to this Department latest by 29.06.2018. Thereafter, the total number of these vacancies may be divided between Seniority Quota and Departmental Examination Quota in the prescribed ratio of 3:1. Reservation for SC/ST/PH category is to be made in accordance with the relevant Rules / instructions.

7. Staff Selection Commission has assigned Rank Numbers to the qualified candidates of UD Grade LDCE-2015 as SL/CSCS/01 to SL/CSCS/02. Accordingly, Cadre Units are requested to assign numbers while preparing seniority list of SSA.

8. Every promotion order / appointment order must clearly mention the stipulation that the promotion be subject to further orders which may be passed by the Hon'ble Supreme Court in Special Leave to Appeal (C) No. 30621 arising out of final judgment and order dated 15.07.2011 in CWP No. 13218/2009 passed by the Hon'ble High Court of Punjab & Haryana and Special Leave to Appeal (C) No. 31288/2017 arising out of Hon'ble Delhi High Court judgment dated 23.08.2017 and other related court cases.

9. Receipt of this OM together with its enclosures may kindly be acknowledged.

10. Hindi version will follow.

Encl: - Dossiers



(K. Salil Kumar)

Under Secretary to the Govt. of India

Telefax:- 24654020

To,

1. US(Admn.), M/o Defence, 'B' Wing, Sena Bhavan, New Delhi.
2. US(Admn.), M/o Information & Broadcasting, Shastri Bhavan, New Delhi

Copy to:-

1. Chairman, [Kind attn. Shri S.C. Kashyap (ND-II/EHQ), Staff Selection Commission, Block No. 12, CGO Complex, Lodhi, New Delhi-110003 w.r.t. their letter no. 14/1/2015-ND-II/EHQ dated 01.12.2016.
2. US(Admn.), D/o Personnel & Training, North Block, New Delhi-110001
3. US(Admn.) M/o Environment, Forests & Climate Change, Prithvi Wing, 1st Floor, Indira Paryavaran Bhavan, Jorbagh Road, New Delhi.
4. Assistant Director, Official Language, Hindi Section, DoP&T, North Block, with the request to provide Hindi translation of this O.M.

Annexure to OM No. 12/3/2015-CS.II(B) dated 19th June, 2018

S. No.	Name of the candidates (Shri/Ms.)	Roll No.	DoB	Rank No.	Cadre where working	Cadre where nominated
1	C. Puviyarasan	2201900044	31.07.1985	SL/CSCS/01	DoP&T (SSC-SR)	M/o Defence
2	Bishan Lal	2201900118	16.12.1969	SL/CSCS/02	M/o Environment, Forests & Climate Change	M/o Information & Broadcasting

Abd
19/6/18