

F.No.25/1/2008-CS.I(U)/(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 12<sup>th</sup> September, 2011.

Office Order

12 SEP 2011

In pursuance of Rule 20 of the Central Secretariat Service (CSS) Rules, 2009, Rule 20 of the Central Secretariat Stenographers' Service (CSSS) Rules 2010, and Rule 21 of the Central Secretariat Clerical Service (CSCS), Rules, 1962, the Central Government in Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training) hereby constitutes with immediate effect, a new cadre unit for Ministry of Shipping in respect of various grades of CSS/CSSS/CSCS, by carving out the same from the existing cadre unit of Ministry of Road Transport & Highways.

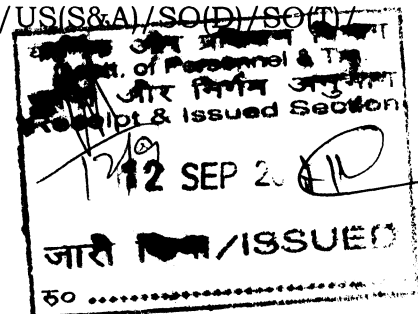
2. The sanctioned strength of various grades of CSS/CSSS/CSCS in the bifurcated cadres of Ministry of Shipping and Ministry of Road Transport & Highways will be as given in Annexure-1. No new posts will be created in the bifurcated cadre-unit for setting up a system for cadre management/administration of CSS/CSSS/CSCS personnel.
3. The present incumbents in the various grades of the three Secretariat Services shall stand allocated to the respective cadres on as is where is basis.
4. The issue of inter-se seniority of persons allocated to each cadre in the various grades shall be determined in accordance with the relevant statutory rules on the subject.
5. The total number of cadre units increases to 41 in respect of the three secretariat services viz. CSS, CSSS and CSCS.

*Monica Bhatia*  
(Monica Bhatia)  
Director  
Tel: 2462 9411

Copy to:-

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1. Ministry of Shipping, Transport Bhavan, 1, Parliament Street, New Delhi w.r.t. OM No.A-36019/1/2008-Estt dated 5.8.2011.
2. Ministry of Road Transport & Highways, Transport Bhavan, 1, Parliament Street, New Delhi w.r.t. OM No.A-11011/1/2010-E.I dated 24.8.2011.
3. Deputy Secretary (CS.II), DOP&T, Lok Nayak Bhawan, New Delhi.
4. Internal distribution: Guard file/US(U)/US(S&A)/SO(D)/SO(T)/SO(U)/SO(CR)



Annexure-1 to the Office Order No.25/1/2008-CS.I(U)/(P) dated 12/09/11

Sanctioned strength of various grades of CSS/CSSS/CSCS in the cadre units of Ministry of Shipping and Ministry of Road Transport & Highways

<b>S.No.</b>	<b>Service</b>	<b>Post</b>	<b>Sanctioned Strength</b>	
			Shipping	Road Transport & Highways
I.	CSS			
(i)		Section Officers' Grade	28	36
(ii)		Assistants' Grade	41	67
II.	CSSS			
(i)		Sr. Principal Private Secretary	1	1
(ii)		Principal Private Secretary	4	14
(iii)		Private Secretary	19	38
(iv)		Personal Assistant	25	59
(v)		Stenographer Gr. D	6	20
III.	CSCS			
(i)		Upper Division Clerk	33	57
(ii)		Lower Division Clerk	22	34
		<b>Total</b>	<b>179</b>	<b>326</b>