

No. 12/3/2012-CS.II (B)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

Lok Nayak Bhawan, New Delhi
Dated: 13th May, 2014

OFFICE MEMORANDUM

Subject: Upper Division Grade Limited Departmental Competitive Examination, 2011- Nomination of qualified candidates for appointment to Upper Division Grade in CSCS against the Select List 2011 – reg.

The undersigned is directed to refer to this Department's O.M. of even number dated 1st January, 2014 and to say that on the basis of the UD Grade Limited Departmental Competitive Examination for the Select List year 2011, Staff Selection Commission has recommended another **4 (3 UR, 1 SC)** candidates for appointment as UDC in the Central Secretariat Clerical Service against the **Select List year 2011**.

2. It has been, therefore, decided to **allocate 4 (Four)** (includes 3 **UR, 1 SC**) qualified candidates to various Cadres of Central Secretariat Clerical Service as indicated in the **Annexure** to this Office Memorandum. 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. It is requested that before these candidates are appointed, particulars of their service, caste etc., may please be checked from the Original entries in their Service Books. It may please be ensured that no Vigilance case is pending or being contemplated against them.

3. Since the qualified candidates whose names are given in the **Annexure** to this O.M. are eligible for inclusion in the **Select List year of 2011** of Upper Division Grade, it is requested that immediate action may please be taken to appoint them to the post of Upper Division Clerk in those cadres to which they have been allocated. It may please be ensured that the candidates nominated from the aforesaid examination are interpolated with persons included in the Select List through seniority quota in the ratio of 3:1(SQ: DE) as prescribed under the CSCS Rules, 1962.

Cont...2/-


4. Copies of appointment orders may please be endorsed to this Department and the SSC. If any candidate is not appointed to Upper Division 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.

5. In case any of the nominated candidates has been appointed as regular UDC in the CSCS on the basis of an earlier Limited Departmental Exam for the Grade, the Cadre authorities are requested to furnish their names immediately to this Department latest by 26.5.2014. 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.

6. Staff Selection Commission has assigned Rank Numbers to qualified candidates of UD Grade LDCE, 2011 as SL/CSCS/012-A, SL/CSCS/020-A, SL/CSCS/029-A and SL/CSCS/029-B. Accordingly, Cadres are requested to assign these numbers while preparing seniority list of UDC.

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

Encl: ___Dossier


(K. Suresh Kumar)
Under Secretary to the Govt of India
☎: 24654020

To:

1. Under Secretary (Admn.), D/o Industrial Policy & Promotion, Udyog Bhavan, New Delhi.
2. Under Secretary (Admn.), M/o Home Affairs, North Block, New Delhi.
3. Under Secretary (Admn.), M/o Health & Family Welfare, Nirman Bhavan, New Delhi.
4. Under Secretary (Admn.), UPSC, Dhoolpur House, New Delhi.

Copy to:

1. Secretary, [Kind Attention: Under Secretary {EHQ} Staff Selection Commission, Block No. 12, CGO Complex, Lodi Road, New Delhi-110003 w.r.t. their Letter No. 15/1/2011-EA (EHQ) dated 05.05.2014 and letter.

Annexure to OM No. 12/3/2012- CS- II (B) dated - 13th May, 2014

S. No.	Name	Category	Rank	Cadre presently Working	Nominated to
1	Lal Bihari Gupta	Gen.	SL/CSCS/012-A	IPP	IPP
2	Shailesh Kumar	Gen.	SL/CSCS/020-A	IPP	UPSC
3	Govind Ballabh	Gen.	SL/CSCS/029-A	MHA	MHA
4	Ramesh Kumar	SC	SL/CSCS/029-B	Commerce	Health

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(S. S. MITTAL)
(S. S. MITTAL)
Joint Secretary / Director
Ministry of Health & Family Welfare
Govt. of India
New Delhi