

Immediate

No. 19/3/2013-CS-I (P) Vol.II
Government of India
Ministry of Personnel, Public Grievances & Pensions,
Department of Personnel and Training

Lok Nayak Bhawan, New Delhi
Dated : 6th November, 2017

OFFICE MEMORANDUM

Subject: 3rd Cadre Restructuring of Central Secretariat Service (CSS) – reg.

/ The undersigned is directed to refer to this Department's OM of even number, dated 11th September, 2017 (copy enclosed) on the subject mentioned above vide which all the cadre units of CSS were requested to send the desired requirement of posts in the grade of Deputy Secretary, Under Secretary and Section Officer with full justification and with the approval of the concerned Minister-in-charge to this Department latest by 3rd October 2017.

2. Only a few cadre units have sent the requisite information to this Department. The remaining cadre units (list enclosed) are once again requested to send the aforesaid information to this Department immediately and latest by 20th November, 2017.

3. In case proposal is not received by the due date, it will be presumed that there is no specific requirement of a particular cadre unit and decision will be taken by this Department accordingly.

Encl: As above.

Anil Tripathi

(Anil Tripathi)

Under Secretary to the Government of India

Tel: 24629412

To

Cadre Units of CSS which have not submitted their requirement
(As per list attached)

LIST OF CADRE UNITS WHO HAVE NOT
SUBMITTED THEIR REQUIREMENT.

S.No	Name of Cadre/Ministries/Departments
1	The Joint Secretary (Admn.), D/o Agriculture & Cooperation, Krishi Bhawan, New Delhi
2	The Joint Secretary (Admn.), D/o Agriculture Research & Education, Krishi Bhawan, New Delhi
3	The Joint Secretary (Admn.), D/o Animal Husbandry, Dairying and Fisheries, Krishi Bhawan, New Delhi
4	The Joint Secretary (Admn.), D/o Administrative Reforms & Public Grievances, Sardar Patel Bhawan, New Delhi
5	The Joint Secretary (Adman), D/o AYUSH, AYUSH BHAWAN, B Block, GPO Complex, INA, New Delhi
6	The Joint Secretary (Admn.), D/o Financial Services, Jeevan Deep Buldig, Parliament Street, New Delhi
7	The Joint Secretary (Admn.), D/o Bio-Technology, Block No.2, CGO Complex, Lodi road, New Delhi
8	The Joint Secretary (Admn.), Cabinet Secretariat, Rastrapti Bhawan, New Delhi
9	The Joint Secretary (Admn.), M/o Civil Aviation, 'B' Wing, Rajiv Gandhi Bhavan, Near Safdarjung Airport, New Delhi
10	The Joint Secretary (Admn.), M/o Coal, Shastri Bhawan, New Delhi
11	The Joint Secretary (Admn.), M/o Corporate Affairs, Shastri Bhawan, New Delhi
12	The Joint Secretary (Admn.), M/o Defence, C-II Hutments, Dalhousi Road, New Delhi
13	The Joint Secretary (Admn.), M/o Development of North Eastern Region, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi
14	The Joint Secretary (Admn.), M/o D/o Personnel & Training, North Block, New Delhi
15	The Addil. Secretary, Deptt. Of Pensions & PW, Lok Nayak Bhawan, Khan Market, New Delhi
16	The Joint Secretary (Admn.), M/o Ministry of Environment, Forests & Climate Change, Indira Paryavaran Bhawan, Jor Bagh Road, New Delhi
17	The Joint Secretary (Admn.), D/o Economic Affairs, North Block, New Delhi
18	The Joint Secretary (Admn.), D/o Expenditure, North Block, New Delhi
19	The Joint Secretary (Admn.), D/o Heavy Industry, Udyog Bhawan, New Delhi
20	The Joint Secretary (Admn.), M/o Information & Broadcasting, Shastri Bhawan, New Delhi
21	The Joint Secretary (Admn.), D/o Industrial Policy & Promotion, Udyog Bhawan, New Delhi
22	The Joint Secretary (Admn.), Inter-State Council Secretariat, Vigyan Bhawan Annexe, New Delhi
23	The Joint Secretary (Admn.), M/o Labor & Employment, Sharam Shakti Bhawan, New Delhi
24	The Joint Secretary (Admn.), M/o Minority Affairs, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi
25	The Joint Secretary (Admn.), M/o Panchayati Raj, Sardar Patel Bhawan, New Delhi
26	The Joint Secretary (Admn.), Niti Aayog, Yojna Bhawan, New Delhi
27	The Joint Secretary (Admn.), M/o Petroleum & Natural Gas, Shastri Bhawan, New Delhi
28	The Joint Secretary (Admn.), D/o Posts, Dak Bhavan, Parliament Street, New Delhi
29	The Joint Secretary (Admn.), M/o Power, Sharam Shakti Bhawan, New Delhi
30	The Joint Secretary (Admn.), Prime Minister's Office, South Block, New Delhi

31	The Joint Secretary (Admn.), D/o Public Enterprises, CGO Complex, Lodhi Road, New Delhi
32	The Registrar General of India, Man Singh Road, New Delhi
33	The Joint Secretary (Admn.), D/o Revenue, North Block, New Delhi
34	The Joint Secretary (Admn.), D/o Rural Development, Krishi Bhawan, New Delhi
35	The Joint Secretary (Admn.), D/o Secondary & Higher Education, Shastri Bhawan, New Delhi
36	The Joint Secretary (Admn.), D/o Shipping, Transport Bhawan, New Delhi
37	The Joint Secretary (Admn.), M/o Social Justice Empowerment, Shastri Bhawan, New Delhi
38	The Joint Secretary (Admn.), Staff Selection commission, CGO Complex, Lodi Road, New Delhi
39	The Joint Secretary (Admn.), M/o Statistics & Programmed Implementation, Sardar Patel Bhawan, Parliament Street, New Delhi
40	The Joint Secretary (Admn.), D/o Micro, Small & Medium Enterprises, Udyog Bhawan, New Delhi
41	The Joint Secretary (Admn.), D/o Supply, Nirman Bhawan, New Delhi
42	The Joint Secretary (Admn.), D/o Telecommunication, Sanchar Bhawan, New Delhi
43	The Joint Secretary (Admn.), M/o Textiles, Udyog Bhawan, New Delhi
44	The Joint Secretary (Admn.), M/o Tribal Affairs, Shastri Bhawan, New Delhi
45	The Joint Secretary (Admn.), M/o Tourism, Transport Bawan, New Delhi
46	The Joint Secretary (Admn.), M/o Housing and Urban Affairs, Nirman Bhawan, New Delhi
47	The Joint Secretary (Admn.), M/o Water Resources, Sharam Shakti Bhawan, New Delhi
48	The Joint Secretary (Admn.), M/o Ministry of Skill Development & Entrepreneurship, Shaheed Bhagat Singh Marg, Near Connaught Place, New Delhi

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Lok Nayak Bhawan, New Delhi
 Dated: 11th September, 2017

OFFICE MEMORANDUM

Subject: 3rd Cadre Restructuring of Central Secretariat Service (CSS) – reg.

The undersigned is directed to say that the Government had set up a Committee on Cadre Restructuring of Central Secretariat Service (CSS) in April 2013. The Committee submitted its Report in December 2013. The report of the Committee has been approved by Government.

2. Following decisions have been taken:

i) Creation of posts as under:

(a) **150 posts** in the grade of **Deputy Secretary** in the Central Secretariat-75 posts each for Central Secretariat Service (CSS) and Central Staffing Scheme (CSt.S); As a one-time measure, 75 posts recommended for Central Staffing Scheme may also be filled by CSS officers and these posts would revert to CStS in tranches – 35 and 40 each in consecutive select list period i.e. from, 01.07.2017 to 30.06.2018 and from 01.07.2018 to 30.06.2019.

(b) **232 posts** in the grade of **Under Secretary** in CSS on Desk pattern;

(c) **463 posts** in the grade of **Section Officer** in CSS on Desk pattern.

(ii) These posts recommended to be created represent only a ceiling which is considered sufficient for the next 10 years and would actually be operationalized on receipt of proposals from Departments and on their examination by a Committee of Joint Secretaries of DoPT and Department of Expenditure.

(iii) The posts created at Section Officer and Under Secretary levels are to be operated on Desk Pattern. Operating the posts on Desk Pattern does not require conventional sections and much supporting staff.

3. All Ministries/Departments viz., the cadre units of CSS are requested to send their requirements of the posts in the above mentioned grades with full justification and with the approval of the concerned Minister- in- Charge to this Department positively by **3rd October, 2017**.

4. On receipt of the proposal from the Ministries/Departments, the matter will be examined by the Committee comprising of Joint Secretaries of DoPT and Department of Expenditure. Based on the recommendation of the Committee, further action will be taken by this Department for the operationalization/allocation of the posts amongst the Cadre Units.

5. To ensure timely action, the Cadre Units are requested to furnish the requisite information expeditiously and within the stipulated time frame.

Gyanendra Tripathi

(G.D. TRIPATHI)

Joint Secretary to the Government of India

Tel: 23094276

11/9/2017

All Cadre Units of CSS
(Joint Secretary in-charge of Administration)

Copy to:

1. Director (MM), DoPT, North Block, New Delhi.
2. NIC, DOPT for uploading the above O.M on the website of DOPT