

File No. 21/7/2017-CS-I(P)
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan
Khan Market, New Delhi - 3

Dated 31st May, 2018

OFFICE MEMORANDUM

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Subject: Completion of formalities for adhoc promotion – Reg

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There is a likelihood that ad-hoc promotion to some grades of CSS may be taken up shortly, subject to outcome of court cases pending in various courts. The range of seniority **likely** to be covered for adhoc promotion to various posts would be as under:

Sl.No.	Name of the Post	Range of Seniority
1	Section Officer	Common Seniority List of ASOs of CSS for the year 2003
2	Under Secretary	Select List of Section Officers of CSS upto 2009
3	Deputy Secretary	Select List of Under Secretaries of CSS upto 2009


2. All the cadre units are requested to take the following preparatory action in this regard:

- i. Availability of APARs for the period upto 2016-2017 in respect of eligible officers;
- ii. Updation of all particulars of officers in CSCMS portal;
- iii. Preparedness of Cadre Units to take immediate action for conducting DPC meeting ;
- iv. Preparedness of Cadre Units for making available upto date information with regard to vigilance clearance, details of officers retired on superannuation or otherwise, cases of refusal of promotion etc.

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3. All the officers in the range of seniority as mentioned above are also requested to ensure the above in their own interest.
4. This issues with the approval of competent authority.


(K. Srinivasan) 31/05/18

Under Secretary (CS-I)
Tel:24642705

Director/Deputy Secretary (Admn.) of
All Ministries/Departments participating in CSS
(Through DoPT's website)