

TIME BOUND

No. 6/2/2018-CS-II(C)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-II Division

3rd Floor, Lok Nayak Bhawan
Khan Market, New Delhi-110003
Dated: 18th June, 2018

OFFICE MEMORANDUM

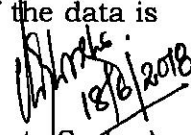
Subject: Transfer of Stenographer Grade 'D' of CSSS under Rotational Transfer Policy (RTP) for the year 2016 & 2017 -reg.

The undersigned is directed to refer to this Department's OM No.25/28/2014-CS-II(A) dated 22.07.2015 vide which the Rotational Transfer Policy (RTP) for CSSS personnel has been notified. In terms of RTP, Stenographers Grade 'D' who have completed 10 years or more in the same Ministry/Department are eligible for transfer. However, officials serving in certain Ministry/Departments have a reduced tenure by one year prescribed for the grade. The cut of date for counting the tenure is 1st July of the year.

2. Accordingly, a tentative list of officials who have completed the prescribed tenure of 10 years and more has been prepared and enclosed as Annexure. The list at Annexure does not include Stenographers Grade 'D' of SLY-2005 & 2006 who are likely to be promoted within one year. The list includes 7 Stenographers Grade 'D'. However as may be observed from the number of Stenographers Grade 'D' due for rotational transfer in Group A and Group B that there is a mismatch. Equal number of officers from each group will only be considered for transfer on the basis of higher length of service.

3. Ministries/Departments and officials concerned may check the information in Annexure and bring to the notice of this Department if there is any discrepancy in the list by **22.06.2018**. If the name of any Stenographers Grade 'D', who is otherwise eligible for the rotational transfer under RTP, is missing from the list, the full particulars of such Stenographers Grade 'D' may also be forwarded to this Department by the Ministry/Department concerned. If no communication is received by that date, the information as furnished in the list will be considered as final and further action will be taken accordingly. The officials and the Ministries/Departments concerned would be responsible for any discrepancy noticed thereafter.

4. The officials concerned should also ensure that their data is complete in all respect in the web based cadre management system at cscms.nic.in. If the data is not complete, it should be first got updated in the system.


(Chirabrata Sarkar)

Under Secretary to the Govt. of India
Telefax: 24623157

To

1. All the Ministries/Departments of CSSS.
2. All Stenographers Grade 'D' of CSSS. (through website)

Annexure to the OM No. 6/2/2018-CS-II(C) dated 18.06.2018

S. No	CSL No.	Name (Shri/Smt./Ms.)	Cadre Unit	Group	Date of Birth	Date of joining	SL Year
1	342	Shashi Bala	Science & Technology	B	02-09-1961	02-08-1985	1984
2	446	Rajbir Singh	Corporate Affrs.	B	12-03-1961	16-07-1986	1984
3	455	Sushma Batra	Envn. & Forests	B	08-09-1965	19-11-1986	1984
4	553	Sudesh Bala Khanna	Civil Aviation	B	17-12-1965	12-06-1986	1984
5	1218	Bhawana Malhotra	Road Transport & Highways	B	30-01-1973	26-02-1993	1991
6	1332	Ashok Kumar Verma	Personnel & Training	A	13-10-1973	05-12-1994	1993
7	1486	Tirath Raj Yadav	Personnel & Training	A	08-01-1970	24-07-1996	1994