

IMMEDIATE

No.21/11/2010-CS.I (U)
Government of India
Ministry of Personnel, Public Grievances and Pensions,
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi,
Dated: 13th August, 2012

OFFICE MEMORANDUM

Subject: Development of a Web Based software solution for Cadre Management of CSS, CSSS and CSCS – Data collection in respect of CSS Officers - reg.

The undersigned is to refer to this Department's O.M. of even number dated 17.07.2012 regarding development of a web based cadre management system for the three Central Secretariat Services viz. Central Secretariat Service (CSS), Central Secretariat Stenographers Service (CSSS) and Central Secretariat Clerical Service (CSCS). Ministries/Departments were requested to complete data collection work in respect of CSS officers under their control by 06.08.2012. However, Ministries/ Departments have not yet forwarded the requisite data in the MS Access format to CMC Ltd. / to this Department till date. They have also not furnished the weekly progress report in this important task of data collection in the prescribed format (copy attached).

2. The defaulting Ministries/Departments are, therefore, requested to complete the task urgently and also to immediately furnish the progress of data collection work in respect of CSS officers in the prescribed format through e-mail addresses at: wbcm-dopt@nic.in and dopt.cmc@cmcltd.com

3. Attention of Ministries/ Departments is also drawn to this Department's D.O. letter of even number dated 15.06.2012 and subsequent reminder dated 11.07.2012 regarding nomination of nodal officer for the aforementioned project. Those Ministries/Departments (as per Annexure) have not yet furnished the details of nodal officers are once again requested to nominate a nodal officer and furnish his/her

...2/-

particulars viz. name, postal address, telephone/fax number & email-id immediately to this Department to enable better co-ordination with various Ministries/ Departments in implementing the project.

Utkarsh
13/08/12
(Utkarsh R. Tiwari)
Director
Tele.:24629411

To

JS (Admn.), Ministries/ Departments (as per list attached).

Ministries/ Departments who have not yet nominated nodal officers

1. Agriculture Research and Education
2. AYUSH
3. Cabinet Secretariat
4. Central Vigilance Commission
5. Civil Aviation
6. Coal
7. Culture
8. Development of North Eastern Region
9. Disinvestment
10. Food Processing Industries
11. Inter-State Council Secretariat
12. Legislative Department
13. National Commission for Minorities
14. National Disaster Management Authority
15. Registrar General of India
16. Panchayati Raj
17. Petroleum and Natural Gas
18. Planning Commission
19. Public Enterprises
20. Social Justice and Empowerment
21. Staff Selection Commission
22. Steel
23. Tribal Affairs
24. Union Public Service Commission

Format for weekly report

Web Based Cadre Management System

Ministry/ Department: _____

Designation	Total No. of officers in the designation	No. of officers whose data has been collected till date	Remark
Assistant			
Section officer			
Under Secretary			
Deputy Secretary			
Director			
Joint Secretary			
In other designations			

The report is to be sent at the undermentioned e-mail addresses :

- (i) wbcm-dopt@nic.in
- (ii) dopt.cmc@cmcltd.com