

IMMEDIATE

Reminder-II

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

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

Dated the 11th September 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.**

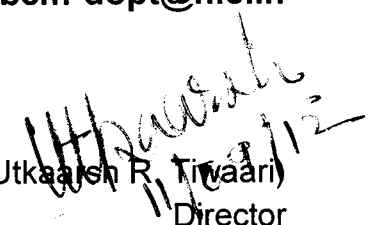
Ministries/ Departments may kindly refer to this Department's d.o. letter of even number dated 15th June 2012, O.M. dated 17th July 2012 reminders dated 22nd August 2012 and 30th August 2012 on the subject mentioned above.

2. It is reiterated that Development of web based cadre management in respect of three Central Secretariat services is a very important project which has been undertaken with an aim to vastly improve service delivery in the matters of cadre management of these three services.

3. Considering the importance of the project and strict timelines within which it has to be implemented, Ministries/ Departments are once again requested to compile the data in the MS Access format and forward the same to this Department urgently. If any officer is not co-operating with collection of data suitable action may be initiated against him/her for dereliction of duty. Ministries/ Departments are also requested to fix responsibility on officers of Administration Division who have been entrusted with the responsibility of furnishing information in respect of CSS Officers in the Ministry/ Department.

4. Ministries/ Departments should make all out efforts to collect and furnish updated and accurate data in respect of all CSS Officers under their control without any further delay so that the project can be launched without any further delay.

5. The progress of the work may be submitted in the attached format immediately at the following e-mail addresses: **wbcm-dopt@nic.in** and **dopt.cmc@cmcltd.com**


(Utkarsh R. Tivari)
Director
Tele.: 24629411

JS (Admn.) - All Ministries/ Departments

Copy to : Nodal officers through e-mail

Officers to be contacted for any clarification regarding data feeding work

Rachna Arora – 9818804948; Alim – 9891123671; Somnath –
8447001666; Rajeev – 9958871418; Devender – 7827480288
V. Srinivasaragavan, US - 24629412

Format for sending weekly report through e-mail:

[wbcm-dopt@nic.in and dopt.cmc@cmcltd.com]

Ministry/ Department:

Designation	Total No. of officers in the designation	No. of officers whose data has sofar been collected	Reasons for not completing the data collection	Remarks
Assistant				
Section Officer				
Under Secretary				
Deputy Secretary				
Director				
Joint Secretary				
In other designations				