

No.5/11/2014-CS.I(U)
Government of India
Ministry of Personnel, PG and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhavan,
New Delhi-110003

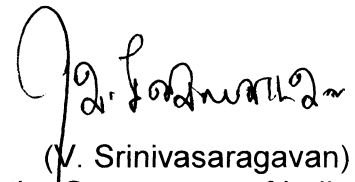
Dated the 21st November, 2014

OFFICE MEMORANDUM

Subject: Promotion of Section Officers of Central Secretariat Service (CSS) to Grade I (Under Secretary) – Furnishing of CR dossiers, vigilance clearance, etc.

The undersigned is directed to refer to this Department's O.M. of even number dated 18.09.2014 and subsequent reminder dated 03.11.2014 on the subject mentioned above (uploaded on web-site www.persmin.nic.in → **DoPT** → **Central Secretariat** → **CSS** → **Promotions** → **Promotion (Regular)** → **SO to US**), and to say that CR dossiers, ACR/APAR disclosure certificates, personal information, vigilance status, status of imposition of penalty, if any, in respect of the officers as mentioned at Annexure of above mentioned O.M. has not yet been received from a number of Ministries/ Departments despite lapse of more than two months.

2. Ministries/ Departments concerned are therefore, once again requested to furnish the information in accordance to this Department's O.M. dated 18.09.2014 latest by 05.12.2014. **The APAR dossiers will be accepted only if APAR gradings are duly entered in cscms.nic.in**



(V. Srinivasaragavan)
Under Secretary to the Government of India
Tele:24629412

To

All the Ministries/Departments concerned

Sl. No.	CSL No.	Name (S/Shri/Smt./Ms.)	Category	Date of birth	Present Posting (Ministry/Department)	Vigilance status	Whether penalties imposed	APAR dossier	APAR disclosure certificate	Personal information
1	8929	J.P. Bahotia	SC	01/01/1956	DONER	Not received	Not received	Not received	Not received	Not received
2	8898	Amit Kumar Singh	SC	25/11/1972	Environment, Forests & Climate Change	Not received	Not received	Not received	Not received	Not received
3	8920	Sangita Toppo	ST	21/11/1978	Expenditure	Not received	Not received	Not received	Not received	Not received
4	8932	Rakesh Pal	SC	14/09/1973	Expenditure	Not received	Not received	Not received	Not received	Not received
5	8971	Lata	SC	05/07/1957	Expenditure	Not received	Not received	Not received	Not received	Not received
6	8912	Rishan Rynthathiang	ST	22/06/1972	Home Affairs	Received	Received	Not received	Not received	Received
7	8918	Amit Kumar Rawat	SC	18/04/1972	Home Affairs	Received	Received	Not received	Not received	Received
8	8948	Thangkholun Haokip	ST	29/04/1966	Home Affairs	Received	Received	Not received	Not received	Received
9	8964	Om Prakash	SC	07/07/1966	Home Affairs	Received	Received	Not received	Not received	Received
10	8877	Madhu Bala	SC	12/11/1955	Information & Broadcasting	Not received	Not received	Not received	Not received	Not received
11	8880	Radha Prasad	SC	01/03/1955	Information & Broadcasting	Not received	Not received	Not received	Not received	Not received
12	8896	Anil Kumar	SC	14/11/1968	Information & Broadcasting	Not received	Not received	Not received	Not received	Not received
13	8904	Rajshri Khalkho	ST	18/06/1971	Personnel & Training	Received	Received	Received	Not received	Received
14	8972	Ashok Kumar Shah	ST	22/01/1962	Revenue	Received	Received	Not received	Not received	Received
15	8954	Rajendra Kumar Bandhu	SC	09/03/1959	Social Justice & Empowerment	Not received	Not received	Not received	Not received	Not received
16	8940	Rakesh Kumar	SC	08/02/1968	Steel	Not received	Not received	Not received	Not received	Not received
17	8908	Rajeev Kumar	SC	05/06/1967	Urban Development	Not received	Not received	Not received	Not received	Not received
18	8974	Hendrita Nayar	ST	12/08/1958	Urban Development	Not received	Not received	Not received	Not received	Not received
19	8978	D.M. Kumbhare	ST	30/05/1959	Urban Development	Not received	Not received	Not received	Not received	Not received

PROFORMA – I

Sl. No.	Name of the officers	CSL No.	Whether clear from vigilance angle or not. Indicate Yes/No. If no provide complete details	Minor/major penalties imposed, if any, since 1.7.2004	Whether the officer has been on deputation, long leave, long term training during the select list period or absorbed in any organisation (please indicate period of deputation/ date of absorption). Also indicate if resigned, took VRS or expired and date of occurrence of event
			(This information should also be updated by the nodal officer concerned in the Vigilance module of Web Based Cadre Management System at cscms.nic.in)		

(Signature of the officer certifying the above details)

Name, designation: _____

Date: _____

CERTIFICATE

It is certified that the action as under has been completed in respect of the following officers in the zone of consideration for USSL-2014:

(i) provisions of DoP&T's OM No. 21011/1/2005-Estt.(A)(Pt.II) dated 14.5.2009 regarding disclosure of APARs have been complied with; and,

(ii) action in terms of DoP&T's OM No. 21011/1/2010-Estt.A dated 13.4.2010 has been completed regarding below benchmark grading in ACRs prior to the reporting period 2008-09 and objective consideration of representation by the competent authority against remarks in the APAR concerned. A copy of the decision of the competent authority disposing representation has also been placed in the ACR/APAR dossier of the officer (wherever applicable).

List of officers in the zone of consideration:

Sl.No.	CSL No.	Name	Date of Birth	Remarks if any

Signature: _____

Name & Designation of the officer: _____

Ministry/Department: _____

Telephone No. _____

1.	Name	
2.	CSL No.	
3.	Designation	
4.	Date of Birth	
5.	Present Ministry/Department	
6.	Personal contact number	
7.	Educational qualification	

Note: The information furnished here should exactly tally with the information available in the web based cadre management system. If the information in the web based system is not upto date, that should be first corrected through nodal officer/ DoPT before submitting this form. For any guidance in this regard, officers may contact Shri Tapas Dey, SO, DoPT at Tele: 24629414.

[illegible]

9. Preferences for posting (Maximum three choices):

S.No.	Ministry/Department	Reason(s)
I.		
II.		
III.		

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and upto date.

(Signature of the officer)
Name: _____

Date: _____

(For Admin. Division of Ministry/ Department)

Forwarded.

It is certified that the details of the officer in the web based cadre management is complete, correct and upto date.

The officer is clear from vigilance angle.

Signature:
Name:
Designation:

Date: _____