IMMEDIATE

No.5/3/2015-CS.I(U)
Government of India
Ministry of Personnel, Public Grievances & Pension
Department of Personnel & Training

2nd Floor, LokNayakBhawan,
Khan Market, New Delhi-3

Dated the 15th April, 2015

OFFICE MEMORANDUM

Subject: Posting on transfer and on promotion to US grade on ad-hoc basis – seeking options – regarding.

The undersigned is directed to say that subject to approval of the competent authority it is proposed to promote 28 officers to the grade of US on ad-hoc basis against the existing vacancies. In addition, posting of seven officers who have repatriated from deputation, long leave etc. is also to be decided.

2. As Officers are aware, this Department has proposed a revised rotational transfer policy in respect of CSS Officers. The posting of the officers will be decided as per the proposed policy as under:

(i) Ministries /Departments have been categorized into Group A and Group B for posting/ transfer;

(ii) The proposed RTP provides a tenure of six years for US in a Ministry/ Department, including tenure rendered in any other designation in the same Ministry/ Department;

(iii) In Group A, certain Ministries qualify for a reduced tenure by one year;

(iv) An officer on promotion shall be posted from Group A → Group B and Group B → Group A as the case may be, if he has completed the prescribed tenure for the promotional post; However, an officer in Group A may also exercise option for posting in another Ministry/ Department in Group A and in the event of his posting again in Group A, his tenure will be counted afresh for future transfer/posting;

(v) An officer who is to be transferred out on promotion from the current Ministry/ Department on completion of prescribed tenure or for want of vacancy of the promotional post as the case may be may also opt for posting in a Ministry/ Department where he had earlier served subject to the condition that there is a gap of period which is equal to tenure prescribed for the grade of US in that Ministry.

(vi) An Officer who has not completed the prescribed tenure will be retained in the same Ministry/ Department provided a vacancy in the promotional grade is available there;

(vii) An Officer who is within two years of superannuation will also be retained in the same Ministry/ Department if a vacancy in the promotional grade is available;

(viii) An officer within six months' of superannuation will not be posted out on promotion; In the absence of a vacancy of the promotional post, he will be adjusted in the same Ministry/ Department by upgradation of the post as personal to him;

(ix) For calculation of residency in a Ministry/ Department, 2 years/ six months for superannuation as the case may be, the last date of the month in which promotion order/ posting order is issued will be taken as the cut-off date; Accordingly, for posting/ promotion of officers in this round the cutoff date has been taken as 31.3.2015;

(x) **Option for posting**: The officers, excluding those who are to be retained, will exercise their option for posting in the Ministries/ Departments in the appropriate Group. Maximum three choices within the available vacancies and in the appropriate Group may be exercised;

(xi) The Placement Committee will recommend posting of officers on the basis of seniority, preference, past postings etc.;

(xii) If an officer does not want to exercise option, he/she should give an undertaking that he/she is willing for posting as may be decided by the competent authority;

(xiii) If an officer is on deputation, he should immediately indicate his willingness to revert to avail promotion along with his options for posting.

3. The officers concerned should also ensure that their data is complete in all respects in the web based cadre management system at **cscms.nic.in** If the data is not complete it should be first got updated before submitting option.

4. The vacancies proposed to be filled up in the grade of US and the officers who are to be considered for posting / promotion are given in the **Annexures** to this OM. **The officers are requested to exercise option or give an undertaking latest by 20.4.2015.**

(V. Srinivasaragavan)
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To: Officers concerned (through website of this Department)

Annexure - I

Vacancies in Ministries/Departments

Group – A

Ministries/Departments	Vacancies	Retention	Net vacancies
Agricultural Research & Education	1		1
Agriculture & Cooperation	1		1
Disinvestment	1		1
Expenditure	1		1
NDMA	1		1
Personnel & Training	2	1	1
Science & Technology	2		2
Staff Selection Commission	3		3
Tribal Affairs	1		1
Union Public Service Commission	1	1	0
Water Resources	2	1	1
Total	**16**	**3**	**13**

Group -B

Ministries/Departments	Vacancies	Retention	Net vacancies
Culture	1		1
Economic Affairs	1		1
Food Processing Industries	1		1
Health & Family Welfare	5		5
Information & Broadcasting	3	1	2
Micro Small & Medium Enterprises	1	1	0
New & Renewable Energy	2		2
Road Transport & Highways	1		1
Steel	1		1
Urban Development	7		7
Total	**23**	**2**	**21**

Annexure-II

Officers to be retained in the same Ministry/Department on account of non-completion of the prescribed tenure (subject to availability of vacancy

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat.	Date of Birth (DD/MM/YY)	Present posting	Group	Date since working in the current Min./Deptt.	Remarks
1	8720	Prakash Chander Nagpal	Gen	15/01/1956	Union Public Service Commission	A	20-Jul-09	< 1 year to superannuate. To be retained against the existing vacancy.
2	8731	Sanjeet Kumar Bhagat	Gen	09/05/1974	Water Resources	A	16-Jul-09	< 6 years in the Ministry. To be retained against the existing vacancy.
3	8735	Rajesh Kumar Yadav	Gen	03/07/1974	Personnel & Training	A*	22-Oct-10	< 5 years in the Ministry. To be retained against the existing vacancy.
4	8896	Anil Kumar	SC	14/11/1968	Information & Broadcasting	B	01-Dec-11	< 6 years in the Ministry. To be retained against the existing vacancy.
5	8900	Magan Lal Khatik	SC	15/07/1972	Micro, Small & Medium Enterprises	B	16-Nov-11	< 6 years in the Ministry. To be retained against the existing vacancy.

Annexure-III

Officers to exercise option for posting

From Group A to Group B

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. In case of promotion	Date of Birth (DD/MM/YY)	Present posting	Current Group	Date since working in the current Min./Deptt.
1.	7528	Chirabrata Sarkar (USSL-2011)		14/02/1965	On repatriation from deputation	A*	11-Oct-10
2.	7347	Pawan Sharma (USSL-2012)		07/02/1968	Relieved by UPSC on completion of retention period	A	04-Sep-92
3.	7849	Sunita Dhewal (USSL-2013)		30/08/1968	On return from long leave	A*	30-Jul-12
4.	8116	Sunil Kumar Singh (USSL-2013)		11/05/1974	Relieved by DoE on completion of retention period	A*	20-Jun-06
5.	8719	Vinod Gupta	Gen	15/02/1976	Cabinet Secretariat	A*	17-Jul-09
6.	8721	Satyendra Kumar Singh	Gen	24/07/1976	Home Affairs	A*	21-Jul-09
7.	8723	Anup Kumar Dey	Gen	16/02/1976	Women & Child Development	A	15-Jul-09
8.	8726	Bikramjit Choudhury	Gen	09/12/1973	Home Affairs	A*	28-Jul-10
9.	8727	Sachin Tulsi	Gen	09/03/1972	Home Affairs	A*	16-Jul-09
10.	8729	Rahul Dwivedi	Gen	05/10/1974	DONER	A	16-Jul-09
11.	8730	Madhukar Pandey	Gen	26/12/1975	Home Affairs	A*	16-Jul-09
12.	8732	Amrendra Kumar Sinha	Gen	03/11/1970	Staff Selection Commission	A*	20-Aug-09
13.	8733	Mohan Lal	Gen	11/01/1967	Labour & Employment	A	15-Jul-09
14.	8737	Amita Gupta	Gen	06/04/1977	Women & Child Development	A	21-Oct-10
15.	8737-A	Manoj Manu	Gen	03/05/1969	Women & Child Development	A	01-Nov-11
16.	8737-B	Binod Kumar Mandal	Gen	02/01/1971	Union Public Service Commission	A	01-Jan-14
17.	8760	Tual Za Kam	ST	01/02/1968	Defence	A*	29-Jun-09
18.	8878	Thyelsaangphom Khaling	ST	16/12/1977	Rural Development	A	18-Nov-11
19.	8892	Monika Rai	SC	26/10/1976	Bio-Technology	A	04-Nov-11
20.	8894	Pushpa Kain	SC	11/08/1965	Labour & Employment	A	09-Nov-11

A*: Ministries/ Departments qualifying for a reduced tenure of 5 years for US

From Group B to Group A

Sl. No.	CSL No.	Name (S/Shri/ Smt./Ms.)	Cat. In case of promotion	Date of Birth (DD/MM/YY)	Present posting	Current Group	Date since working in the current Min./Deptt.
1	5807	R. Sathyanarayanan (USSL-2007)		12/04/1965	On repatriation from deputation	B	23-May-08
2	5984	Padmja Vashistha (USSL-2008)		16/06/1966	On return from long leave	B	07-Jul-08
3	7242	Rachna Kumar (USSL-2011)		20/08/1969	On return from long leave	B	22-Dec-11
4	7459	Udai Bhan Singh (USSL-2012)		01/01/1968	On relieving from Financial Services	B	31-Oct-12
5	8718	Shalini Juneja	Gen	10/04/1962	Corporate Affairs	B	16-Jul-10
6	8722	Ashutosh Anand	Gen	01/08/1976	Corporate Affairs	B	15-Jul-09
7	8724	Reema Sharma	Gen	01/10/1969	Petroleum & Natural Gas	B	31-Jul-09
8	8725	Vontigari Surendra	Gen	14/02/1966	Commerce	B	01-Jul-10
9	8728	Anil Kumar Gupta	Gen	15/02/1976	Petroleum & Natural Gas	B	14-Jul-09
10	8736	Pankaj Gangwar	Gen	24/07/1973	Commerce	B	05-Apr-11
11	8898	Amit Kumar Singh	SC	25/11/1972	Environment, Forests & Climate Change	B	16-Nov-11