

No.4/15/2015-CS-II (A)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

3<sup>rd</sup> Floor, Lok Nayak Bhavan, New Delhi-110003  
Dated the 11<sup>th</sup> December, 2015.

**OFFICE MEMORANDUM**

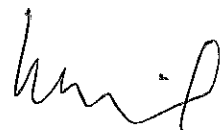
Subject: Nomination of Personal Assistants in pursuance of their appointment to the grade of Private Secretary of CSSS for the select list year 2014 on regular basis under Seniority Quota - reg.

The undersigned is directed to refer to this Department's O.M of even number dated 07.08.2015 on the subject mentioned above and to say that on the basis of information furnished by the cadre units, it has been decided to nominate the Personal Assistants, whose names are covered under the zone prescribed against existing vacancy for promotion/ appointment to the PS grade of CSSS on regular basis on their inclusion in the Select List Year 2014.

2. Some officials, who were not promoted in PS grade in the earlier zones due to various reasons, have now been declared fit by the concerned cadre units for promotion as PS for the SLY 2014 and hence they have been included for promotion to the Private Secretary Grade. Further, 02 officials prescribed in the said zones have retired on superannuation as on date. Their names have also been included in this promotion order as they were in the service as on 01.07.2014. However, they may not be actually promoted as they will not be able to join the promoted post.

3. As per this Department's OM No. 20/28/2010-CS.II(A) dated 31.07.2014, Level-II training programme is mandatory. Accordingly, the officials, who have successfully completed the level-II training, have been included in the list for promotion as PS on regular basis. Cadre units are requested to take urgent action to promote/appoint these officers to Private Secretary grade of CSSS against the Select List Year 2014 provided they are clear from vigilance angle. A copy of the appointment/promotion order issued in this regard by the cadre unit, duly indicating the CSL number of the officers, be forwarded to this Department immediately.

4. No request for retention will be entertained as cadre allocation has been made on the basis of vacancies reported under seniority quota by the respective cadre units and in accordance with revised Rotational Transfer Policy applicable for CSSS personnel.

  
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5. **Cadre Units are also requested to ensure that the officials concerned are relieved immediately to take up the new posting in the cadre unit allocated.** While issuing order in this regard, it is to be ensured that the information pertaining to the officer in the web based system is complete and accurate. In case an official nominated for promotion refuses regular promotion, cadre unit concerned may initiate action in terms of this Department's O.M. No. 5/1/2008-CS.I(S) dated 08.04.2011 under intimation to this Department.

6. This O.M. is available on the website of this Department viz [www.persmin.nic.in](http://www.persmin.nic.in) → Central Services → CS Division → CSSS → Promotion (Regular) → Steno. Gr. 'C' to 'A&B' (Merged).



11/12/13  
(Kameshwar Mishra)

Under Secretary to the Government of India

Tel. No.24623157

To,

- (i) Concerned cadre units of CSSS.
- (ii) NIC, DoP&T, Lok Nayak Bhavan, Khan Market, New Delhi.
- (iii) Hindi Unit, DoP&T, North Block, New Delhi with a request to furnish the Hindi translation of the OM.
- (iv) Guard file.

**Annexure to OM No. 4/15/2015-CS.II(A) dated 11.12.2015**

S.No	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	S.L Year	Cadre Unit where presently working	Cadre Unit where nominated
1	1162	Suman Lata	29/04/1957	2000	Power	Power
2	1236	Sudha Sharma	21/02/1958	2002	Power	DoP&T
3	1821	Anita Bijalwan	28/10/1975	2008	Water Res.	Water Res.
4	1824	Ved Prakash Sharma	02/01/1958	2008	Water Res.	Water Res.
5	1828	N.C. Sharma	30/08/1954	2008	Expenditure	Retd.
6	1829	Yogita Gulati	22/02/1979	2008	Rural Dev.	Rural Dev.
7	1833	N. Sreenivasan	03/04/1959	2008	Water Res.	Water Res.
8	1834	Harish Pal Singh	06/01/1975	2008	MHA	MHA
9	1835	Virvanti Sharma	02/06/1956	2008	WCD	WCD
10	1836	Monika Kathait	05/10/1979	2008	EF&CC	EF&CC
11	1839	Swaran Lata Kindra	26/02/1958	2008	Fertilizers	Fertilizers
12	1841	S. Butta	05/08/1955	2008	IP&P	Retd.
13	1844	Satendra Singh Rawat	01/01/1968	2008	Youth Affairs & Sports	Youth Affairs & Sports
14	1848	Shri Kishan Mittal	20/03/1972	2008	Culture	Culture
15	1849	Usha Rani Chugh	30/08/1959	2008	Posts	Posts
16	1851	Umesh Prasad	10/05/1959	2008	I&B	I&B
17	1853	Raj Rani Saini	12/04/1961	2008	I&B	I&B
18	1855	T.N. Raman	20/01/1962	2008	Science & Tech.	Defence
19	1857	Ajith Kumar M.R.	16/03/1962	2008	Water Res.	Water Res.
20	1859	Kanwaljeet Kaur	15/11/1960	2008	Expenditure	Expenditure
21	1860	Dinesh Singh	17/04/1972	2008	Science & Tech.	Urban Dev.
22	1861	Navkiran Narang	02/12/1962	2008	MHA	MHA
23	1862	S.R. Sivakumar	01/05/1974	2008	MSME	MSME
24	1863	Harish Dabral	01/05/1962	2008	EF&CC	EF&CC
25	1865	Sagorika Dubey	06/10/1960	2008	MSME	MSME
26	1867	Balwan Singh Dalal	23/01/1962	2008	Urban Dev.	Urban Dev.
27	1868	Rahulji Chenna	03/09/1973	2008	Water Res.	Water Res.
28	1869	Seema Garg	30/09/1964	2008	MSME	MSME
29	1870	Gulshan Kumar	27/01/1973	2008	Power	Power
30	1874	Niranjan Babu Gupta	13/10/1966	2008	IP&P	IP&P
31	1875	B.K. Parashar	01/05/1962	2008	Culture	Culture

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S.No	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	S.L Year	Cadre Unit where presently working	Cadre Unit where nominated
32	1877	Rachana Bawa	21/08/1960	2008	Legal Affairs	Legal Affairs
33	1878	Poonam Bajaj	09/07/1975	2008	MSME	MSME
34	1879	Suresh Dhuper	01/03/1963	2008	Power	Power
35	1880	Krishan Gopal Mendiratta	15/01/1976	2008	MSME	MSME
36	1881	Sujata Abichandani	03/09/1961	2008	Water Res.	Water Res.
37	1883	Naresh Saini	12/10/1963	2008	Power	Power
38	1885	Anita Sahni	28/03/1960	2008	Fertilizers	HRD
39	1888	Nayan Kumar Mishra	12/12/1973	2008	I&B	I&B
40	1889	Rama Kumari Mathur	03/03/1963	2008	Expenditure	Expenditure
41	1891	Anil Kumar Grover	16/08/1965	2008	Science & Tech.	Culture
42	1892	Rakesh Kumar Gara	31/07/1973	2008	Power	Power
43	1893	Uma Taneja	21/11/1962	2008	Water Res.	Water Res.
44	1895	Daljeet Kaur	08/06/1962	2008	AHD&F	AHD&F
45	1897	Pushpa Verma	18/01/1963	2008	Agri. & Coop.	HRD
46	1899	Anita Chanda	10/10/1961	2008	I&B	I&B
47	1901	Neera Gaur	20/07/1961	2008	I&B	I&B
48	1902	K.J.V.N. Mohana Rao	12/06/1971	2008	Fertilizers	Agri. & Coop.
49	1903	Parveen Suri	31/03/1963	2008	RT&H	RT&H
50	1905	Sanjeev Kumar Beri	28/01/1973	2008	Legal Affairs	Legal Affairs
51	1906	P.C. Jose	04/05/1963	2008	Science & Tech.	Urban Dev.
52	1910	Sangita Katyal	24/02/1962	2008	Legal Affairs	I&B
53	1911	Sanjay Kumar Purbey	10/03/1969	2008	MHA	MHA
54	1912	Usha Pahwa	28/11/1963	2008	IP&P	IP&P
55	1916	Sangeeta Negi	21/07/1962	2008	Food & PD	Food & PD
56	1918	N.K. Yadav	06/04/1963	2008	Legal Affairs	Legal Affairs
57	1920	Mahesh Kumar	09/05/1963	2008	Youth Affairs & Sports	Youth Affairs & Sports
58	1921	Nidhi Verma	01/06/1979	2008	RT&H	RT&H
59	1922	B.S. Khatri	01/12/1965	2008	DoP&T	DoP&T
60	1924	Rama Ambawani	21/04/1962	2008	Legal Affairs	Legal Affairs
61	1926	D.K. Sharma	18/04/1960	2008	Power	Power
62	1955	Vikas Gupta	12/06/1967	2009	EF&CC	EF&CC
63	1956	Rashmi Sharma	25/06/1959	2009	Expenditure	Expenditure
64	1957	Shivapuram Shankar	12/02/1973	2009	IP&P	IP&P

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S.No	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	S.L Year	Cadre Unit where presently working	Cadre Unit where nominated
65	1958	Indira Motwani	03/05/1960	2009	Posts	Posts
66	1959	Sheena Santhosh	23/05/1970	2009	Commerce	Commerce
67	1960	Manjula Malik	11/05/1963	2009	NITI Aayog	NITI Aayog
68	1961	M. Siva Kumar	26/11/1965	2009	UPSC	UPSC
69	1962	Tejwant Lamba	19/09/1961	2009	Rural Dev.	Rural Dev.
70	1964	S.K. Girdhar	28/04/1961	2009	IP&P	IP&P
71	1966	Prabha Gandhi	20/01/1961	2009	Water Res.	Water Res.
72	1967	M D R Sethu Narayanan	12/01/1968	2009	Mines	UPSC
73	1968	Ruchika Garg	17/01/1964	2009	Water Res.	Water Res.
74	1971	Surjeet Kaur	04/05/1970	2009	Agri. & Coop.	Agri. & Coop.
75	1972	Dinesh Chandra Sharma	09/07/1964	2009	Rural Dev.	Rural Dev.
76	1973	Rani Behl	18/07/1971	2009	Water Res.	Water Res.
77	1974	R. Ravindran	20/12/1960	2009	EF&CC	EF&CC
78	1976	Sunita Makkar	18/03/1964	2009	Expenditure	Expenditure
79	1977	Deepika Arneja	01/08/1980	2009	I&B	I&B
80	1978	Anjali Kapoor	19/02/1959	2009	I&B	I&B
81	1979	Kailash Chand Khowal	03/12/1970	2009	Youth Affairs & Sports	Youth Affairs & Sports
82	1980	Kamlesh Golani	27/10/1964	2009	Fertilizers	Legal Affairs
83	1981	Sukhdeep Kaur	23/05/1971	2009	EF&CC	EF&CC
84	1982	Neelam Raizada	13/02/1965	2009	Fertilizers	Legal Affairs
85	1984	R.S. Rawat	17/03/1962	2009	IP&P	IP&P
86	1985	Rajeev Ranjan(H)	04/02/1978	2009	Power	Power
87	1986	Pardeep Bajaj	08/02/1962	2009	MHA	MHA
88	1987	Santanu Kumar Sandiyal	05/07/1976	2009	Water Res.	Water Res.
89	1988	Ravi Shanker Verma	27/05/1962	2009	Civil Aviation	Defence
90	1989	Rajendra Prasad	07/04/1973	2009	Power	Power
91	1990	Chanchal Wasandhi	15/11/1962	2009	RT&H	RT&H
92	1991	Vasudev Singh	14/09/1968	2009	MHA	MHA
93	1992	Rajesh Kumar Gauba	26/05/1963	2009	Water Res.	Water Res.
94	1993	Davinder Puri	22/03/1967	2009	Agri. & Coop.	Agri. & Coop.
95	1994	Satinder Kaur	18/10/1964	2009	Water Res.	Water Res.
96	1995	Vinod Kumar Sharma	10/04/1979	2009	Expenditure	Expenditure
97	1997	Anjana Grover	03/03/1975	2009	RT&H	RT&H

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S.No	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	S.L Year	Cadre Unit where presently working	Cadre Unit where nominated
98	1998	Naveen Sharma	13/08/1963	2009	Textiles	Textiles
99	1999	Beera Negi	21/02/1978	2009	IP&P	IP&P
100	2000	Gulshan Talwar	24/11/1960	2009	Youth Affairs & Sports (Skill Dev.)	Youth Affairs(Skill Dev.)
101	2001	Ramesh Chandra Sahu	05/07/1973	2009	Corporate Affairs	Corporate Affairs
102	2002	Baljeet Kaur	10/01/1959	2009	Power	Power
103	2003	Chandra Prakash	10/01/1973	2009	Health & FW	Health & FW
104	2004	Chanchal Saluja	04/05/1965	2009	Rural Dev.	Rural Dev.
105	2006	Meenakshi Sharma	21/06/1965	2009	Water Res.	Water Res.
106	2007	Naresh Kumar Mendratta	24/07/1969	2009	DoP&T	DoP&T
107	2009	N. Guruprasath	16/03/1969	2009	Expenditure	HRD
108	2010	Rajni Maithani	17/08/1960	2009	Corporate Affairs	Corporate Affairs
109	2011	Jagpal	01/01/1973	2009	Fertilizers	HRD
110	2012	Aruna Ramchandani	22/05/1963	2009	Health & FW	Health & FW
111	2014	Arvind Chauhan	15/06/1963	2009	EF&CC	EF&CC
112	2015	Sudhir Panwar	05/01/1973	2009	IP&P	IP&P
113	2016	Savita Kapahi	04/12/1962	2009	Water Res.	Water Res.
114	2018	Anil Jaswal	29/09/1961	2009	Defence	Defence
115	2019	Shashi Bhushan Prasad	17/08/1971	2009	IP&P	IP&P
116	2020	Kamal Singh	28/11/1962	2009	Agri. & Coop.	Agri. & Coop.
117	2021	Anju Mertiya	05/05/1978	2009	DOPT	Telecom
118	2022	Sunita Gogna	04/10/1964	2009	WCD	WCD
119	2023	Sonika Cheba	04/07/1974	2009	Fertilizers	Rural Dev.
120	2025	Harish Bedi	22/06/1970	2009	NITI AAYOG	Telecom
121	2026	R.K. Kushwaha	20/10/1962	2009	EF&CC	EF&CC
122	2027	Harpreet Kaur	20/01/1973	2009	Rural Dev.	Rural Dev.
123	2028	L. Chandra	11/06/1965	2009	UPSC	UPSC
124	2029	Bimal Kapoor	05/10/1966	2009	IP&P	IP&P
125	2030	Rajani Devgan	03/06/1962	2009	Water Res.	Water Res.
126	2032	Hema Chugh	23/01/1965	2009	NITI AAYOG	Telecom
127	2033	Priyavart	12/07/1977	2009	EF&CC	EF&CC
128	2034	Mahendra Srivastava	01/02/1963	2009	Commerce	Commerce
129	2035	Ajay Handa	24/09/1964	2009	Commerce	Commerce
130	2036	Sylvia. G	17/11/1962	2009	DOPT	Urban Dev.

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S.No	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	S.L Year	Cadre Unit where presently working	Cadre Unit where nominated
131	2037	Rekha Manral	14/07/1970	2009	MHA	MHA
132	2038	Poonam Rani	24/07/1963	2009	Youth Affairs & Sports	Youth Affairs & Sports
133	2039	Anil Kumar Sehjpal	14/05/1969	2009	Fertilizers	Food & PD
134	2040	S.K. Trehan	03/12/1964	2009	Consumer Affairs	Consumer Affairs
135	2041	Nalini Ranjan Jena	07/06/1977	2009	EF&CC	EF&CC
136	2042	Arjun Singh	10/03/1962	2009	Expenditure	Expenditure
137	2044	Tara Kapoor	18/04/1962	2009	Agri. & Coop.	Agri. & Coop.
138	2045	N. Nagarajan	25/03/1967	2009	MSME	MSME
139	2046	Pravesh Sachdeva	11/04/1962	2009	Water Res.	Water Res.
140	2047	Amit Sareen	12/10/1976	2009	Agri. & Coop.	Agri. & Coop.
141	2048	M.P. Kotnala	06/11/1962	2009	EF&CC	Rural Dev.
142	2049	Anil Kumar	09/06/1976	2009	Power	Power
143	2050	Ram Chandra Chauhan	06/12/1961	2009	MHA	MHA
144	2051	Pawan Kumar	09/11/1977	2009	Rural Dev.	Commerce
145	2052	Sushmita Sengupta	15/09/1962	2009	Textiles	Textiles
146	2053	G.V. Subrahmanyam	11/06/1971	2009	Commerce	Commerce
147	2054	M.R. Srinath	02/06/1959	2009	Urban Dev.	Urban Dev.
148	2055	T. Sudha Rani	03/07/1971	2009	Expenditure	Expenditure
149	2056	Harpal Shah	13/11/1962	2009	SJ&E	SJ&E
150	2058	Seema Gambhir	26/01/1964	2009	Rural Dev.	Rural Dev.
151	2059	Manju Kumari	07/09/1976	2009	Expenditure	Expenditure
152	2060	Surender Kumar Dhawan	30/05/1961	2009	MHA	H&FW
153	2061	Sushma	10/08/1977	2009	Youth Affairs & Sports	Agri. & Coop.
154	2062	Usha Pasrija	10/09/1962	2009	Fertilizers	SJ&E
155	2064	Sudha Verma	31/12/1962	2009	IP&P	IP&P
156	2065	Manoj Kumar	27/03/1963	2009	Coal	Coal
157	2067	Kiran Kataria	13/04/1965	2009	RT&H	RT&H
158	2069	K.Sundari Penniswaran	07/04/1962	2009	Commerce	Commerce
159	2070	Rajesh Kumar	13/09/1961	2009	Defence	Defence
160	2071	Roshan Lal Pahwa	14/09/1961	2009	Expenditure	Expenditure
161	2072	Om Prakash Dalal	15/12/1962	2009	HRD	HRD
162	2073	Anita Roy	01/01/1969	2009	Expenditure	Expenditure
163	2074	Pardeep Kumar	21/12/1970	2009	Power	Power

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S.No	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	S.L Year	Cadre Unit where presently working	Cadre Unit where nominated
164	2075	Anita Singh	29/12/1970	2009	Textiles	Textiles
165	2076	Pradeep Kumar	03/05/1972	2009	Mines	Mines
166	2077	Santosh Kumar	24/04/1976	2009	Expenditure	Expenditure
167	2078	Raj Kumar	02/02/1966	2009	Telecom.	Telecom
168	2079	Dharminder Dhanwaria	11/11/1972	2009	Fertilizers	HRD
169	2080	Seema	10/12/1974	2009	Expenditure	Expenditure
170	2081	Suresh Kumar	01/04/1971	2009	Agri. & Coop.	Agri. & Coop.
171	2082	Dilip Kandulna	15/12/1980	2009	DoP&T	DoP&T