

F. No. 21/1/2016-CS.I (PR/CMS)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-I (IPR/CMS) Section

Lok Nayak Bhawan, New Delhi
Dated October 21, 2016

OFFICE MEMORANDUM

Subject: Updation of Data in Central Secretariat Cadre Management System - regarding

The undersigned is directed to refer to this Department's O.M. of even number dated 19.08.2016 and 05.10.2016 requesting for information and updation of data of Central Secretariat Service Officers in the Web Based Cadre Management System.

2. In this regard it is reiterated that a dashboard for CSS Officers is to be operationalised soon. The dashboard would prominently display the incumbency position of various Ministries/ Departments along with the service particulars/ vigilance status/ APARs entries of the incumbent Officers. The information is also to be provided to PMO.

3. The requisite information from all Ministries/ Department is yet to be received. It is, therefore, again requested that the information, in the format given below, may please be provided by 28.10.2016, if not already done. The data may also please be furnished as a Microsoft Office Excel file by email.

INCUMBANCY POSITION OF CSS OFFICERS						
Ministry/ Department -				Position as on 15.08.2016		
S. No.	Name of Officer	Designation	Date of Birth	Since when posted	Whether data is complete? (Y/N)	Remarks, if any



(Raju Saraswat)

Under Secretary (IPR/CMS)

Email – uscs1-dopt@nic.in

To

Joint Secretary (Administration) of all Ministries/ Departments – through website of this Department