

Immediate

F.No.7/2/2015-CS.I(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi,
Dated the 22nd April, 2016

Office Memorandum

Subject: Appointment of Assistant Section Officer' of Combined Graduate Level Examination (CGLE), 2013 & 2014–submission of documents reg

The undersigned is directed to refer to this Departments' OM of even number dated 28.03.2016 (copy enclosed) on the subject mentioned above. A large number of DR Assistant Section Officers' appointed on the basis of CGLE 2013 & 2014, who had resided in Delhi prior to their appointment, have not responded yet. All these Assistant Section Officers' are directed to send the soft & hard copies of requisite documents to the undersigned without fail by **28th April, 2016**. The soft copies should be as per the size and format as stated in the O.M. referred above. The officers should note that these documents are required essentially for completion of all the formalities related to their appointment. Failure to comply shall be viewed seriously.



(Parminder Singh)

Under Secretary to the Government of India

Tele: 011-24642705

Email address–parminder.edu@nic.in

To,

All Assistant Section Officers of CGLE 2013 & 2014

F.No.7/2/2015-CS.I (A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi,
Dated the 28th March, 2016

Office Memorandum

Subject: Appointment of Assistant Section Officers' of Combined Graduate Level Examination (CGLE), 2013 & 2014 - submission of documents reg

The undersigned is directed to refer to the subject mentioned above and to request all the Assistant Section Officers' who have been appointed in Central Secretariat Service on the basis of results of CGLE 2013 & 2014 and had indicated in point 4 of their attestation form about having resided in Delhi to send the self attested copies of the following documents/information so that necessary formalities can be processed further. The soft copies of the same may also be sent to the email id of the undersigned by 1st April, 2016. The email may be given the subject "SOFTDOC - Rank No. /Year of CGLE Exam" for easy sorting.


- a) One passport size photograph in JPEG format (less than 20 kb)
- b) One copy of Photo Identity proof in JPEG format (less than 200 kb) (any one of the following)

(i) Pan Card	(ii) Driving License
(iii) Election ID	(iv) Aadhaar Card

- c) One copy of Residential Proof in JPEG format (less than 200 kb) (any one of the following)

(i) Passport	(ii) Electricity Bill
(iii) Telephone Bill (Landline)	(iv) Ration Card
(v) Passbook	(vi) Utility Bill
(vii) Rent Agreement	(viii) Others

- d) Contact No. /Mobile No.



(Parminder Singh)

Under Secretary to the Government of India

Tele: 011-24642705

Email address – parminder.edu@nic.in

To

All Assistant Section Officers of CGLE 2013 & 2014