

No.4/11/2015-CS-I(D)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel & Training)

Lok Nayak Bhawan, New Delhi -110003  
Dated the 12<sup>th</sup> August, 2016

**OFFICE MEMORANDUM**

Subject: Promotion of Grade-I (Under Secretary) officers of CSS to the Selection Grade (Deputy Secretary) on ad-hoc basis along with posting of DS/Directors - Furnishing of personal information thereof.

The undersigned is directed to say that promotion of officers of Grade-I (Under Secretary) of CSS to the Selection Grade (Deputy Secretary) on ad-hoc basis along with posting of Deputy Secretaries and Directors are likely to be made shortly.

2. The details of officers who are under posting in CS Division and to be transferred from other Deptts./Ministries is at Annexure-I and a list of officers who are to be considered for promotion is at **Annexure-II**. Details of vacancies that will be available on 01.08.2016 in DS/Director grade of CSS is at **Annexure-III**.

3. The officers may exercise their choices **as per RTP** latest by 16.08.2016 (01:00 PM) in the format at **Annexure-IV**. The options should be furnished to Under Secretary, CS-I (D), Department of Personnel and Training through e-mail ([uscsoned@gmail.com](mailto:uscsoned@gmail.com)). If option is not received from the officers who are in the cadre by the stipulated time, it will be presumed that the officer concerned has no specific choice and posting will be decided by the Placement Committee accordingly. In case the officers who are on deputation do not furnish their choices by the stipulated time, it will be presumed that they are not willing to be repatriated to the cadre to avail ad-hoc promotion and their names will be considered in future only on receipt of written communication conveying their willingness to be repatriated to the cadre to avail promotion.

4. The officers before submission of options should ensure that data in their respect is complete and update in the web based cadre management system ([cscms.nic.in](http://cscms.nic.in)). If the data is not complete, it should be first got updated before submission of option.



(Biswajit Banerjee)  
Under Secretary to the Government of India  
Telefax: 24629413

To  
Officers listed at Annex.I and Annexure.II

## Annexure-I

\*List of DS/Dir. under posting in CS Division, DoPT

S. No	CSL No.	Name of the officer (S/Shri/Ms.)	Date of Birth	Present posting/ cadre from where went on deputation /training/ long leave etc.	Group	Posted continuously since	Tenure/ period in the Ministry	Remarks
1	4760	Meena Sharma	15.04.58	UPSC	A	06.08.12	Less than 5 yrs	Did not complete the prescribed tenure. However, to be posted out. <b>May exercise option for Gp. A only.</b>
2	4899	J Suthakar	16.08.60	UPSC	A	01.01.11	More than 5 yrs	Completed the prescribed tenure. <b>May exercise option for Gp. B only.</b>
3	4905	B.N.Mishra	22.06.59	UPSC	A	08.08.12	Less than 5 yrs	Did not complete the prescribed tenure. However, to be posted out. <b>May exercise option for Gp. A only.</b>
4.	5177	Pratap Singh Verma	20.10.57	Food Processing Industries	B	30.12.13	Less than 5 yrs	Did not complete the prescribed tenure. However, there is no vacancy and is to be posted out. <b>May exercise option for Gp. A only.</b>
5.	5550	M.L.Soni	11.01.66	Disinvestment	A	01.07.13	Less than 5 yrs	Did not complete the prescribed tenure. However, there is no vacancy and is to be posted out. <b>May exercise option for Gp. A only.</b>



**Annexure-II**

**\*\*List of Officers likely to be promoted to the Grade of DS on ad-hoc basis**

S. No.	No.	Name of the officer (S/Shri/Ms.)	Date of Birth	Present posting/ cadre from where went on deputation /training/ long leave etc.	Group	Posted continuously since	Tenure/ period in the Ministry	Remarks
1	5799	Chandan Mukherjee	30.03.63	Personal & Training	A	20.06.16	Less than 5 yrs	Did not complete the prescribed tenure. However, no vacancy and to be posted out. May give option for Gp A or B
2	5800	N.K.Singh	09.01.60	NRCB (MHA)	A	31.07.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A or B.
3	5801	Raj Kumar	14.11.64	Defence	A	31.11.11	Less than 5 yrs but more than 4 yrs (reduced tenure)	Completed the prescribed tenure. To be posted out. May give option for Gp. A or B.
4	5803	P. Haridasan Pillai	30.05.64	SSC	A	31.07.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A or B.
5	5804	C.S.Mishra	03.10.59	Health & Family Welfare	B	31.07.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
6	5805	Sobana Pramod	08.06.66	Urban Development	B	17.08.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
7	5807	R. Sathya Narayanan	12.04.65	Urban Development	B	22.05.08	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
8	5808	Pushpa George	20.06.61	Urban Development	B	30.07.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.



9	5809	Padma Ganesh	08.04.63	MOIA/MEA	B	13.08.14	Less than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
10	5811	P.T. Jameskutty	22.05.59	Urban Development	B	27.08.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
11	5813	Mahendra Pratap	10.10.63	Science & Technology	B	04.07.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
12	5815	Shiv Pratap Singh Tomar	25.11.63	Youth Affairs	B	22.04.08	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
13	5816	Rekha Sharma	30.8.62	Revenue	B	20.10.14	Less than 5 Yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
14	5817	Rajni Taneja	10.02.66	Higher Education	B	12.10.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
15	5820	Sudhir Kumar Gupta	20.01.61	Health & Family Welfare	B	07.01.10	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
16	5821	Akhil Saxena	23.09.61	On Deputation to Tourism wef 31.1.13 from ARPG (A)	A	08.11.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A or B.
17	5822	A. Ushabala	04.04.62	P & NG	B	30.10.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.
18	5823	K.V. Unnikrishnan	10.8.59	Civil Aviation	B	01.08.14	Less than 5 yrs	Retention
19	5825	A. R. Sengupta	09.06.64	Shipping	B	15.10.07	More than 5 yrs	Completed the prescribed tenure. To be posted out. May give option for Gp. A only.

\*\*The list is tentative in nature and subject to change.



**Annexure-III**

**\*\*\*List of Available vacancies in DS/Director Grade of CSS as on 01.08.2016**

<b>S. No.</b>	<b>Ministry/Deptt</b>	<b>Group</b>	<b>Total Vacancy</b>	<b>Retention case</b>	<b>Net Vacancy</b>
1	MHA	A	1	0	1
	NCST	A	1	0	1
2	Pension & Pensioners' Welfare	A	1	0	1
3	Posts	A	1	0	1
4	Public Enterprises	A	1	0	1
	Rural Development	A	1	0	1
5	SJE	A	1	0	1
6	Statistics & PI	A	1	0	1
7	UPSC	A	6	0	6
8	Water Resources	A	2	0	2
9	Civil Aviation	B	1	1	0
10	Coal	B	2	0	2
11	Commerce	B	1	0	1
12	Health & FW	B	2	0	2
13	Tourism	B	1	0	1
14	UD	B	1	0	1
		<b>Total</b>	<b>24</b>	<b>1</b>	<b>23</b>

\*\*\*The list is tentative in nature and subject to change.

