

**No. 25/13/2022-CS.II(B)**

Government of India

Ministry of Personnel, Public Grievances & Pensions

Department of Personnel & Training

CS.II(B) Section

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3<sup>rd</sup> Floor, Lok Nayak Bhawan  
Khan Market, New Delhi-110003

**Dated: 22<sup>nd</sup> July, 2022**

**OFFICE MEMORANDUM**

**Subject: Collection of data in respect of MTS and JSA-regarding.**

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The undersigned is directed to request that the data in respect of Multi-Tasking Staff (MTS) and Junior Secretariat Assistant (JSA) of CSCS may please be furnished to this Department as per proforma attached by 27.07.2022.

Encl:- I

*Jayashree*

*22/7/22*

(Jayashree Chellamani)

Under Secretary to the Govt. of India

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To,

US (Admn) of CSCS cadre  
(As per Annexure-I)

PROFORMA FOR FURNISHING THE DATA OF MTS

**Name of the Cadre unit of CSCS:-**

	SL Year 2014	SL Year 2015	SL Year 2016	SL Year 2017	SL Year 2018	SL Year 2019	SL Year 2020	SL Year 2021
Number of MTS appointed								

PROFORMA FOR FURNISHING THE DATA OF JSA(SQ)

	SL Year 2017	SL Year 2018	SL Year 2019	SL Year 2020	SL Year 2021
Number of MTS promoted as JSA					

PROFORMA FOR FURNISHING THE DATA OF JSA(LDCE)

	SL Year 2017	SL Year 2018	SL Year 2019	SL Year 2020	SL Year 2021
JSA(LDCE) vacancies					

**Annexure-I**

<b>S. No.</b>	<b>Communication address</b>
1	<b>US</b> (Admn.), D/o Agriculture, Cooperation & FW, Krishi Bhavan, New Delhi.
2	<b>US</b> (Admn.), M/o Civil Aviation, Rajiv Gandhi Bhavan, New Delhi.
3	<b>US</b> (Admn.), M/o Coal, Shastri Bhavan, New Delhi.
4	<b>US</b> (Admn.), M/o Commerce & Industry, Udyog Bhavan, New Delhi.
5	<b>US</b> (Admn.), M/o Commerce ( Supply Division), Nirman Bhavan, New Delhi.
6	<b>US</b> (Admn.), D/o Consumer Affairs, Krishi Bhavan, New Delhi.
7	<b>US</b> (Admn.), M/o Corporate Affairs, Shastri Bhavan, New Delhi.
8	<b>US</b> (Admn.), D/o Culture, Shastri Bhavan, New Delhi.
9	<b>US</b> (Admn.), M/o Defence, 'B' Wing, Sena Bhavan, New Delhi.
10	<b>US</b> (Admn.), DoP&T, North Block, New Delhi.
11	<b>US</b> (Admn.), DPIIT, Udyog Bhavan, New Delhi.
12	<b>US</b> (Admn.), M/o Earth Sciences, Prithvi Bhavan, New Delhi.
13	<b>US</b> (Admn.), D/o Education, Shastri Bhavan, New Delhi.
14	<b>US</b> (Admn.), M/o Env. & Forests, Indira Paryavaran Bhavan, New Delhi.
15	<b>US</b> (Admn.), D/o Expenditure, North Block, New Delhi.
16	<b>US</b> (Admn.), D/o Fertilizers, Shastri Bhavan, New Delhi.
17	<b>US</b> (Admn.), D/o Food & Public Distribution, Krishi Bhavan, New Delhi.
18	<b>US</b> (Admn.), M/o Health & Family Welfare, Nirman Bhavan, New Delhi.
19	<b>US</b> (Admn.), M/o Home Affairs, North Block, New Delhi.
20	<b>US</b> (Admn.), M/o Housing & Urban Affairs, Nirman Bhavan, New Delhi.
21	<b>US</b> (Admn.), M/o Information & Broadcasting, Shastri Bhavan, New Delhi.
22	<b>US</b> (Admn.), M/o Jal Shakti, D/o Water Resources, RD & GR, Shram Shakti Bhavan, New Delhi
23	<b>US</b> (Admn.), M/o Jal Shakti, D/o Drinking Water & Sanitation, 8 <sup>th</sup> Floor, Pt. DeendayalAntoyadaya Bhawan, CGO Complex, Lodhi Road, New Delhi-3.
24	<b>US</b> (Admn.), M/o Labour, Shram Shakti Bhavan, New Delhi.
25	<b>US</b> (Admn.), D/o Legal Affairs, Shastri Bhavan, New Delhi.
26	<b>US</b> (Admn.), M/o MSME, Udyog Bhavan, New Delhi.
27	<b>US</b> (Admn.), M/o Mines, Shastri Bhavan, New Delhi.
28	<b>US</b> (Admn.), M/o Petroleum & Natural Gas, Shastri Bhavan, New Delhi
29	<b>US</b> (Admn.), M/o Ports, Shipping & Waterways, Transport Bhavan, I-Parliament Street, New Delhi-I 10001
30	<b>ADG</b> (Admn.), D/o Posts, Dak Bhavan, Sansad Marg, New Delhi.
31	<b>US</b> (Admn.), M/o Power, Shram Shakti Bhavan, New Delhi.
32	<b>US</b> (Admn.), M/o Road, Transport & Highways, Transport Bhavan, New Delhi.
33	<b>US</b> (Admn.), M/o Rural Development, Krishi Bhavan, New Delhi.
34	<b>US</b> (Admn.), D/o Science & Technology, Technology Bhavan, New Delhi.
35	<b>US</b> (Admn.), M/o Skill Development & Entrepreneurship, Shivaji Stadium Annexe Building, Shaheed Bhagat Singh Marg, New Delhi-I 10001
36	<b>US</b> (Admn.), M/o Social Justice & Empowerment, Shastri Bhavan, New Delhi.
37	<b>US</b> (Admn.), M/o Statistics & Programme Implementation, Sardar Patel Bhavan, Sansad Marg, New Delhi-I 10001
38	<b>US</b> (Admn.), M/o Steel, Udyog Bhavan, New Delhi.
39	<b>US</b> (Admn.), D/o Telecommunication, Sanchar Bhavan, New Delhi.
40	<b>US</b> (Admn.), UPSC., Dholpur House, Shahjahan Road, New Delhi
41	<b>US</b> (Admn.), M/o Women & Child Development, Shastri Bhavan, New Delhi
42	<b>US</b> (Admn.), M/o Youth Affairs & Sports, Shastri Bhavan, New Delhi

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