

**IMMEDIATE**

**(Through DoPT's website)**

**F. No. 17/1/2022-R&R and DC  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel and Training  
(R&R and DC Division)**

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**3rd Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi – 110003.  
Dated: 28<sup>th</sup> December, 2022**

**OFFICE MEMORANDUM**

**Subject: Recognition of Central Secretariat Service Associations under the Central Civil Services - (Recognition of Service Associations) Rules, 1993 - regarding.**

The undersigned is directed to refer to this Department's O.M. of even number dated 22<sup>nd</sup> November 2022 wherein this Department had invited fresh applications from Associations/ Unions of employees belonging to the Central Secretariat Service, Central Secretariat Stenographers' Service, Central Secretariat Clerical Service, etc. (other than recognised Central Government Staff Car Drivers' Association and Central Secretariat MTS Association) who wish to seek recognition under the CCS (Recognition of Service Associations) Rules, 1993. The Association(s) were requested to submit their application for recognition by 15.12.2022 (**copy enclosed**).

2. It has now been decided to extend the date of acceptance of applications till 20<sup>th</sup> January, 2023. Therefore, Central Secretariat Employees Associations/ Unions who have not submitted application for recognition till date, are requested once again to submit their applications along-with the relevant documents by **20<sup>th</sup> January, 2023**.

**Encl. As above.**

  
(S. K. Mandi)

Under Secretary to the Government of India  
Tele: 24651898

To,

Joint Secretary (Admin) of all Ministries/ Departments of Government of India.

Copy for information to:

1. Director (JCA), Department of Personnel & Training, North Block, New Delhi
2. Deputy Secretary (CS-I), Department of Personnel & Training, 2nd Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
3. Deputy Secretary (CS-II), Department of Personnel & Training, 3rd Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
4. NIC, DoPT, North Block with the request to upload this OM under what's new section of DoPT's website.

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Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel and Training  
(R&R and DC Division)

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3rd Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi – 110 003,  
Dated: 22<sup>nd</sup> November, 2022

OFFICE MEMORANDUM

**Subject: Recognition of Central Secretariat Service Employees Associations under the Central Civil Services- (Recognition of Service Associations) Rules, 1993-regarding.**

The undersigned is directed to refer to this Department's O.M. No.17/1/2017 -R&R and DC dated 29.06.2017 vide which fresh applications for recognition were invited from the above mentioned employees' associations and subsequently two associations namely (i) Central Government Staff Car Drivers' Association, and (ii) Central Secretariat MTS Association, who fulfilled requisite criteria were recognized for a period of five years.

2. Department has now decided to invite **FRESH APPLICATIONS** from other Associations/ Unions of employees belonging to the Central Secretariat Service, Central Secretariat Stenographers' Service, Central Secretariat Clerical Service, etc. who wish to seek recognition under the CCS (Recognition of Service Association) Rules, 1993. Association(s) may submit their application for recognition by **15.12.2022**. Association, irrespective of their earlier application(s) submitted, if any, are required to submit applications afresh. The application should be sent to this Department along with the following documents: -

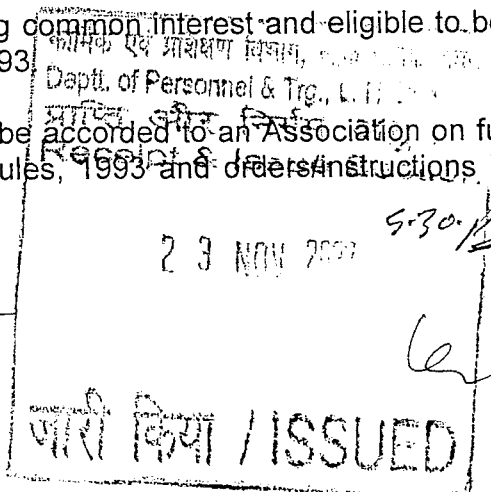
- i. Memorandum of Association (MOA).
- ii. **Constitution / Bye-laws** of the Association,
- iii. Names of the **Office-bearers** of the Association along with their designation, elected from the cadre(s) the Association represents, &
- iv Ministry / Department wise list of **estimated membership** of the Association.

3. The Constitution/ Bye-laws of the Association should be in conformity with the CCS (RSA) Rules, 1993. For the sake of convenience, the salient features of the constitution are reiterated in the Annexure to this O.M.

4. The membership of an Association/Union should be restricted to a distinct category of Govt. servants having **common interest** and eligible to be members vide rule 5(C) of the CCS(RSA) Rules, 1993.

5. Recognition will be accorded to an Association on fulfilling the conditions prescribed in the CCS (RSA) Rules, 1993 and orders/instructions issued there under from time to time.

O/C



Cont..p/2.

6. All the Cadre Controlling authorities of the Central Secretariat are requested to give wide publicity to the contents of this Office Memorandum so that the Service Associations/ Unions of the Central Secretariat employees can submit their applications by **15th December, 2022**.

7. This issues with the approval of the competent authority.



(S. K. Mándi)

Under Secretary to the Govt. of India  
Tel No. 011-24651898

To

Joint Secretary (Admin) of all Ministries/ Departments of Government of India (As per list).

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