

No. 19/02/2022-CS.I(P)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

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2<sup>nd</sup> Floor, 'A' Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi  
Dated the 27<sup>th</sup> October, 2022

**ORDER**

**Sub: Constitution of a Committee for 4<sup>th</sup> Cadre Restructuring of the Central Secretariat Service (CSS) - Regarding.**

A Committee for cadre restructuring of the Central Secretariat Service (CSS) with the following composition and terms of reference is constituted:

**Composition:**

- |       |  |   |                  |
|-------|--|---|------------------|
| (i)   | Establishment Officer & Additional Secretary, DoPT | - | Chairman         |
| (ii)  | Joint Secretary (CS), DoPT                         | - | Member           |
| (iii) | Joint Secretary (Pers), D/o Expenditure            | - | Member           |
| (iv)  | Deputy Secretary (CS.I), DoPT                      | - | Member Secretary |

**Terms of Reference:**

- (i) To review the existing cadre structure of CSS cadre along with the feeder cadre and project the manpower requirement for next 10 years taking into account the encadrements already made after the 3<sup>rd</sup> Cadre Restructuring (CRC) of CSS & proposals for encadrement pending and also the functional needs of the cadre units.
  - (ii) To assess the present and future career progression of the members of the service and suggest remedial measures both short term and long term so as to reduce promotion blocks and at the same time prevent gaps from building up.
  - (iii) To suggest measures to enhance the effectiveness of the service and capacity building of its members.
  - (iv) To study the effect of encadrement of posts of autonomous bodies and statutory organizations in CSS Cadre.
  - (v) To study the relevance of the recommendations of the 3<sup>rd</sup> CRC not implemented so far.
  - (vi) To review the present training needs of the members of the CSS Cadre.
  - (vii) To take into view the suggestions of stake holders.
  - (viii) To examine any issue as referred to it by the Cadre Controlling Authority (CCA) of CSS and Central Secretariat Clerical Service (CSCS)
2. The Secretarial Services to the Committee would be provided by the CS.I Division (DoPT).
  3. This has the approval of the Hon'ble Minister of State for Personnel.



(George D. Toppo)  
Under Secretary to the Govt. of India

**Copy to:**

1. Establishment Officer & Additional Secretary, DoPT, North Block, New Delhi.
2. Joint Secretary (CS), DoPT, North Block, New Delhi.
3. Joint Secretary (Pers), D/o Expenditure, North Block, New Delhi.
4. Deputy Secretary (CS.I), DoPT, Lok Nayak Bhawan, New Delhi.
5. Deputy Secretary (CS.II) and all Under Secretaries of CS.I & CS.II Divisions.
6. DoPT's website.