

No. 6/7/2013-CS-I(S)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

2<sup>nd</sup> Floor, Lok Nayak Bhavan, Khan Market,  
New Delhi 110003, the 5<sup>th</sup> December, 2014

OFFICE MEMORANDUM

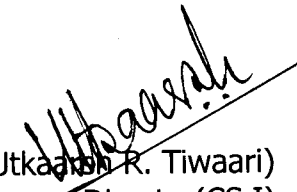
**Subject: Combined Section Officers'/Stenographers' (Gr.'B'/Gr.I)  
Limited Departmental Competitive Examination 2012 &  
2013- allocation of candidates –regarding.**

The undersigned is directed to say that the final result of the Combined Section officers/Stenographers' (Grade B/Grade I) Limited Departmental Competitive Examination, 2012 & 2013 in the grade of Section Officer of CSS has been declared by UPSC on 04.12.2014 and is available on the website of UPSC . As per Rotational Transfer Policy for CSS Officers, on promotion, an official of the CSS at any level, shall be posted out of the Ministry/Department if he/she has served in the same Ministry/Department in any capacity for a period exceeding the prescribed tenure for the promotion post vide this Department's OM No. 21/2/2009-CS.I(P) dated 8<sup>th</sup> April, 2010. The cadre-wise vacancy position, as available in the Department, is enclosed as Annexure-1. The names of Section Officers, who are under transfer as per allocation under SO LDCE 2009, 2010 & 2011 and under RTP orders, but were retained till the publication of the final results of LDCE, 2012 & 2013 are attached as Annexure-2 and Annexure-3 respectively.

2. All the cadre units are, therefore requested;
  - (i) to verify the vacancy position in SO grade as on 4.12.2014 indicated in Annexure-1 and intimate any discrepancies noted in this regard to this Department in Annexure-4 with possible reasons for variations
  - (ii) to relieve the officers, whose name appear in Annexure-2 and Annexure-3 immediately so that the correct vacancy position is reflected**
  - (iii) to furnish a list of Section Officers (regular and adhoc) working in the cadre unit as on 04.12.2014 as per Annexure-5.
  - (iv) to obtain the personal information from the candidates who have qualified the Combined Section officers/Stenographers' (Grade B/Grade I) Limited Departmental Competitive Examination, 2012 & 2013 in the grade of Section Officer of CSS, as per Annexure-6 and forward the same to this Department to enable this Department to finalize the allocation of successful candidates to various Ministries/Department without any delay.

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3. In this context it may also be noted that;
- (i) Information may be sent in a single lot in respect of entire cadre unit comprising of information in respect of all the qualified candidates in respect of all the sub-cadres. **However to avoid delay, personal information/preferences in Annexure-6 can be submitted to this Department by individual officers after verifying the same by the concerned Section Officer (Admin.)**
  - (ii) Preference of posting will not be accepted if the information provided does not tally with the information available on the Cadre Management System (CMS).
  - (iii) Even if an officer is not covered under Rotational Transfer Policy (RTP), information in Annexure-5 is required, because, it may happen that due to lack of vacancies in the cadre unit that person has to be moved out.
4. **The above information/documents may kindly be forwarded to this Department immediately, latest by 05.00 PM on 10.12.2014 through special messenger or fax (No.24629414) or email at rsarswat@yahoo.com.**

  
( Utkarsh R. Tiwari )  
Director(CS.I)  
Tele. No. 24629411

To

Joint Secretary(Admn./Estt.),  
Ministry/Department of .....  
New Delhi

# ANNEXURE - 1

S. No.	Cadre	Sanctioned Strength	Regular	Ad-hoc	Vacancies as on 01.12.14	%	Posts to be encadred
1	Agriculture	118	58	20	40	33.9	0
2	Civil Aviation	42	23	7	12	28.6	0
3	Coal	20	10	5	5	25.0	0
4	Commerce	120	69	19	32	26.7	0
5	Consumer Affairs	19	10	3	6	31.6	0
6	Corporate Affairs	22	16	4	2	9.1	0
7	Culture	42	23	8	11	26.2	0
8	Defence	221	114	42	65	29.4	0
9	DOPT	160	107	35	18	11.3	5
10	Earth Sciences	9	6	2	1	11.1	0
11	Environment & Forests	48	23	7	18	37.5	0
12	Expenditure	281	134	55	92	32.7	0
13	Fertilizers	42	24	5	13	31.0	4
14	Food	54	23	16	15	27.8	0
15	Health	138	76	38	24	17.4	0
16	HRD	118	57	32	29	24.6	9
17	I & B	152	81	32	39	25.7	0
18	IP&P	106	40	12	54	50.9	0
19	Labour	84	46	20	18	21.4	1
20	Legal Affairs	23	13	6	4	17.4	0
21	MHA	285	175	74	36	12.6	0
22	Mines	25	15	2	8	32.0	0
23	Minority Affairs	8	6	0	2	25.0	0
24	MSME	21	11	4	6	28.6	0
25	Petroleum	36	31	1	4	11.1	0
26	Planning Commission	23	15	8	0	0.0	0
27	Posts	42	26	7	9	21.4	0
28	Power	71	29	8	34	47.9	0
29	RT&H	36	14	12	10	27.8	3
30	Rural Development	63	37	7	19	30.2	6
31	Science & Technology	46	32	8	6	13.0	0
32	Shipping	28	18	5	5	17.9	0
33	Social Justice	58	31	8	19	32.8	0
34	Steel	25	13	5	7	28.0	0
35	Supply	54	30	5	19	35.2	0
36	Telecom	56	35	4	17	30.4	0
37	Textiles	22	2	1	19	0.0	0
38	Tribal Affairs	14	12	0	2	14.3	0
39	Urban Development	155	90	34	31	20.0	0
40	UPSC	141	64	43	34	24.1	0
41	Water Resources	56	33	15	8	14.3	1
42	WCD	32	24	5	3	9.4	4
43	Youth Affairs	21	8	6	7	33.3	1
		<b>3137</b>	<b>1704</b>	<b>630</b>	<b>803</b>	<b>25.6</b>	<b>34</b>

LDCE

ANNEXURE-2

YEAR	RANK NO.	Name S/Shri/Smt.	Cate-gory	Date of birth	Cadre Unit	Allocation
2011	17	RAKESH KUMAR SACHDEV	Gen	2-Aug-57	Coal	Agriculture
2009	260	NARENDRA KUMAR SAHOO (Retention)	Gen	2-Mar-61	Commerce	MHA
2009	2	SAURABH OMAR	Gen	3-Nov-76	Education	Labour
2009	25	MAHESH KUMAR GUPTA	Gen	1-Jan-80	Education	Labour
2010	78	BRIJENDRA KUMAR KASHYAP	Gen	4-Jul-78	Education	I&B
2009	87	VINOD KUMAR	Gen	27-Jul-59	Education	Expenditure
2011	142	PANKAJ JHA	Gen	26-Apr-77	Education	Rural Development
2009	151	MANISH KUMAR	Gen	5-Aug-77	Education	Expenditure
2009	102	RAKESH KUMAR SINGH	Gen	7-Aug-80	Expenditure	MHA
2010	222	RAJESH TANEJA	Gen	3-Oct-57	Labour	Expenditure
2011	33	R SELVAKUMAR	Gen	15-Oct-59	MHA	Expenditure
2010	135	I RAMARAJU	Gen (ph)	24-Apr-60	MHA	Power
2009	264	VYOMESH PANT	Gen	12-Feb-73	MHA	Expenditure
2010	195	AJAY KUMAR	Gen	6-Feb-78	Social Justice	MSME

RTP

ANNEXURE-3

Sl. No.	Name	Order	Date of Birth	From	To
114	Pradeep Kumar Shehrawat	9-Jan-13	7-Jul-74	Civil Aviation	MHA(PMO)
54	Govind Behari Gautam	9-Jan-13	3-Apr-56	Health	MHA
33	C.R.Srinivas	9-Jan-13	1-Jan-58	Health	Expenditure
35	D P Singh	9-Jan-13	15-Jul-58	Posts	IP&P
80	Kuntala	9-Jan-13	15-Oct-56	UPSC	IP&P
19	Ashok Kumar Kaundal	9-Jan-13	17-Nov-58	UPSC	Posts
125	Pushpa Rani	9-Jan-13	14-May-64	UPSC	Commerce
102	Neeraj Kumar-II	9-Jan-13	14-Mar-75	UPSC	Expenditure

**ANNEXURE-4**

**Vacancy position as on 04.12.2014**

**Name of the Ministry/Department** \_\_\_\_\_

<b>Sanctioned Strength of Section Officer's Grade</b>	<b>Number of Section Officers in position</b>	<b>Number of vacancies as on 04.12.2014</b>	<b>Number of officers to be relieved under RTP/LDCE/ on promotion to US Grade</b>	<b>Number of officers to join under RTP/LDCE</b>	<b>Net vacancies as on 04.12.2014</b>
<b>1</b>	<b>2</b>	<b>3 (col.1-2)</b>	<b>4</b>	<b>5</b>	<b>6 (col.3+5-4)</b>



PERSONAL INFORMATION

1.	Name	
2.	Designation	
3.	Date of birth	
4.	Present Ministry/Department	
5.	Personal contact No.	
6.	Education Qualification	

7. Preferences for posting (Maximum three choices): (Preferences of postings will not be considered at all if web based data of the officer is found to be incomplete).\*

S.No	Ministry/Department	Reason(s)
I		
II		
III		

\*Seeking option is only for the purpose of assisting this department in deciding the posting and this should not in any manner be construed as right for posting of choice.

8. Experience History (including deputation postings):

Designation	Cadre	Sub-cadre	From	To

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and upto date.

OR

My data is not complete and CS.I Division may carry out corrections as per the particulars indicated on pre-page which are certified ( attach a separate sheet if required).

(Signature of the officer)

Name:

LDCE Year:

Rank No.

Date: \_\_\_\_\_

It is certified that the above information has been verified from the Service Book/Personal File of the officer.

Section Officer (Admn.)  
With Stamp