

No.4/6/2010-CS.II
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi -- 110 003.
Dated, the 21st January, 2011.

OFFICE MEMORANDUM

Subject: Ad-hoc promotion of UDCs of SL-2002 & 2003 to Assistant Grade – reg.

The undersigned is directed to convey the decision of the competent authority to further promote the UDCs of CSCS of Select List Year 2002 and 2003 to Assistants' Grade of CSS on ad-hoc basis upto 30/06/2011 or until further orders or till regular Assistants become available through the normal channels of recruitment as prescribed under the CSS Rules, whichever is earlier. All those officials who are eligible for promotion may be promoted on *as is where is basis* i.e., where they are presently working as UDC, subject to availability of vacancies. In Cadre Units where eligible UDCs are in excess than the available vacancies in the Grade of Assistant, the name and full details of such junior-most UDCs, who have been found fit by the DPC, but could not be accommodated in the Cadre Units, may be forwarded to this Department for their posting in the Cadre Units where vacancies are available.

2. The eligible officials, as per the above scheme of things, may be appointed as Assistants on ad-hoc basis, initially for the period upto 30/06/2011 after assessing their suitability for promotion by screening the records, i.e., (ACRs of the officers by the appointing authority and also after ensuring that no vigilance case is either pending or being contemplated against the official. The ad-hoc promotion/appointment is subject to following conditions: -

- i) the ad-hoc appointment shall not confer on the appointees any right to continue in the grade indefinitely or for inclusion in the Select List or to claim seniority in the Assistants' Grade of CSS;
- ii) ad-hoc appointments may be terminated at any point of time without giving any reason therefore;
- iii) the appointment on ad-hoc basis will take effect from the date of taking over the charge of the post of Assistant of CSS.
- iv) that the ad-hoc appointment in Assistant Grade would be continued only if they attend and qualify the mandatory training as and when nominated by CS.I (Training) Section of this Department failing which their ad-hoc appointment would be terminated.

3. If any of the eligible officers is on deputation, he/she may be given the option to be reverted within one month to avail of the promotion.

4. All the Cadre Units are requested to take necessary action in this regard as the whole process may be completed on top priority basis within a period of one month. A copy of the appointment order may be endorsed to this Department. Thereafter, a report indicating the name and details of the UDCs who have been appointed/promoted to the post of Assistant on ad-hoc basis may be sent to this Department in the prescribed proforma enclosed with this OM, **by 28.02.2011**. A list of those UDCs who have not been found fit, with reasons therefore, may also be furnished to this Department.

Encl: As above.



Under Secretary to the Govt. of India
☎: 24623157

To

All the Cadre Units of CSCS
(by name of US Admn)

Annexure to DOPT's OM No.4/6/2010-CS.II (B) dated 21.01.2011

'A'

List containing the names of UDCs belonging to SL-2002 & 2003 who have been promoted to the Grade of Assistant of CSS on ad-hoc basis in pursuance of DOPT's OM No.4/6/2010-CS.II(B) dated 21.01.2010.

Sl.NO.	Name	Category	SL Year of UDC

'B'

List containing the names of UDCs belonging to SL-2002 & 2003 who have not been promoted to the Grade of Assistant of CSS on d-hoc basis in pursuance of DOPT's OM No.4/6/2010-CS.II(B) dated 21.01.2011.

Sl.No.	Name	Category	SL Year of UDC	Reasons for non-promotion like not found fit/on leave/deputation/suspension/vigilance case etc.

'C'

Total number of regular UDCs of CSCS remaining in the Cadre (after implementation of DOPT's OM No. 4/6/2010-CS.II (B) dated 21.01.2011)