

No. 3/1/2017-CS.II (A)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Personnel & Training)

3<sup>rd</sup> Floor, Lok Nayak Bhawan  
Khan Market, New Delhi-110003  
Dated: 9<sup>th</sup> August, 2017.

**OFFICE MEMORANDUM**

Subject: Rotational transfer of PPS of CSSS- Furnishing of personal information thereof - reg.

The undersigned is directed to refer to this Department's OM No. 25/28/2014-CS.II(A) dated 22.07.2015 vide which the revised Rotational Transfer Policy (RTP) for CSSS personnel has been notified. Rotational Transfer of CSSS officers in the grade of PPS for the year 2017 has become due and has therefore, been undertaken. Officers equal in number in both the Groups A and B are being considered for transfer. There are more officers who have completed the prescribed tenure of six years in Group A Ministries than the officers who have completed the prescribed tenure in Group B Ministries. However, equal number of officers from each Group on the basis of tenure, are being considered for rotational transfer. The indicative list of PPSs thus prepared for rotational transfer is indicated in **Annexure-II** to this O.M. The list does not include officers within two years of superannuation.

2. The list of vacancies in both the Groups is at **Annexure-III**. The Officers indicated in the list are requested to indicate their preferences for posting in the enclosed format at **Annexure-IV** which should reach CS.II Division by **23-08-2017**. If option is not received by 23-08-2017, it will be presumed that the officer has no specific choice and posting will be decided by this Department accordingly. The posting will be decided in terms of the revised rotational transfer policy as under:

- (i) Ministries/ Departments are categorized into **Group 'A'** and **Group 'B'** for posting/ transfer. Group wise distribution of Ministries/ Departments is at **Annexure-I**.
- (ii) The RTP provides tenure of six years for PPS in a Ministry/Department, including the tenure rendered in any other designation in the same Ministry/ Department. In Group 'A', certain Ministries qualify for a reduced tenure by one year.
- (iii) An officer shall be transferred from Group 'A' → Group 'B' and Group 'B' → Group 'A', as the case may be.
- (iv) The officers may furnish three choices only in the appropriate Group.
- (v) The designated Placement Committee will recommend posting of officers on the basis of seniority, preference and past posting etc;
- (vi) For calculation of residency in a Ministry/ Department, the cut-off date has been taken as 01.07.2017.

3. The officers concerned should also ensure that their data is complete in all respects in the web based cadre management system at cscms.nic.in. If the data is not complete it should be first got updated before submitting the option.

4. Ministries/Departments concerned should keep themselves ready to relieve the officers immediately on issue of orders by this Department.

5. All the Ministries/Departments are requested to verify the Group of officers (Annexure-II) and any addition or deletion, if required, may kindly be brought to the notice of this Department immediately.

*Pradeep*  
(Pradeep A)

Under Secretary to the Govt. of India

Tel.: 24623157

Email- pradeep.anirudhan@gov.in

*O/c*

To

- (i) All the concerned Ministries/ Departments of CSSS.
- (ii) Officers concerned.

*M/o Defence  
US (Admin)  
Sena Bhavan*

Dept. of Defence  
Receipt & Issue Sect.

09 AUG 2017 *R*

जारी किया / ISSUED

**Group 'A'**

S. No.	Ministry /Department
1	Animal Husbandry, Dairying & Fisheries
2	Agriculture & Cooperation
3	Culture
4	Defence
5	DONER
6	Earth Science
7	Food & Public Distribution
8	Home Affairs
9	Human Education
10	Legal Affairs
11	Minority Affairs
12	Micro, Small & Medium Enterprises
13	NITI Aayog
14	Personnel & Training
15	Posts
16	Rural Development
17	Social Justice & Empowerment
18	Supply Division
19	Tribal Affairs
20	Union Public Service Commission
21	Urban Development
22	Women & Child Development

**Group 'B'**

S. No.	Ministry /Department
1	AYUSH
2	Civil Aviation
3	Coal
4	Commerce
5	Consumer Affairs
6	Corporate Affairs
7	Environment, Forests & Climate Change
8	Expenditure
9	Fertilizers
10	Health & Family Welfare
11	Information & Broadcasting
12	Industrial Policy & Promotion
13	Labour & Employment
14	Mines
15	New & Renewable Energy
16	Petroleum & Natural Gas
17	Power
18	Road Transport & Highways
19	Science & Technology

20	Shipping
21	Steel
22	Telecom
23	Textiles
24	Water Resources, River Development and Ganga Rejuvenation
25	Youth Affairs & Sports
26	Skill Development & Entrepreneurship

**Ministries/ Departments for reduced tenure of posting by one year**

<b>S. No.</b>	<b>Ministry /Department</b>
1	Personnel & Training
2	Defence
3	Expenditure
4	Home Affairs
5	Legal Affairs

**Annexure-II****Officers presently posted in Group 'A' Ministries/ Departments  
covered under RTP as on 01.07.2017**

S.No.	Name Shri/Smt./Ms.	Dat of Birth	Cadre Units
1	Lalit Kumar	04-08-1961	Posts
2	Asha Sharma	30-05-1962	Urban Dev.
3	Ramesh Chand	10-01-1963	Defence
4	D.R.Dogra	09-04-1965	Defence
5	Anuradha Khurana	01-03-1962	Agriculture
6	S.K.Mongia	29-05-1960	Posts
7	Renu Wadhwa	24-05-1961	Culture
8	Satvir Wadhwa	15-07-1965	Food & PD
9	Charan Jeet	16-01-1960	Posts
10	Harish Chandra	15-09-1962	MHA
11	Poonam Malik	11-12-1963	AHD&F
12	Sivakami Prakash	19-03-1963	Legal Affairs
13	Rajender Prasad	17-08-1960	MHA
14	Rakesh Kumar	04-11-1962	Urban Dev.
15	Rajni Ahuja	22-08-1964	Urban Dev.
16	Rajan Gera	07-03-1969	MHA
17	Kalpna Ramesh	03-02-1966	Urban Dev.
18	Rajesh Kumar Srivastava	15-07-1959	Urban Dev.
19	C. Damodaran	10-05-1963	HRD
20	Ram Shiromani Saroj	15-12-1962	Tribal Affairs
21	K.P.Balaji	06-04-1967	Agriculture
22	Rupa Sharma	02-07-1961	WCD
23	Poonam Sehgal	26-05-1963	AHD&F
24	N. Sathish	05-06-1967	Urban Dev.
25	Rajender Kumar	01-02-1961	MHA
26	Satya Sardamani	17-07-1965	Culture
27	Rajni Sobti	17-04-1964	MSME
28	Meenu Chakravarty	22-07-1967	MHA
29	Sarala Sivarman	16-03-1963	Agriculture
30	Suman Dhingra	12-08-1968	Defence
31	M.A.Sattar Khan	24-05-1960	Posts
32	Bajrang lal	03-02-1963	HRD
33	A.K.Passi	05-04-1963	Urban Dev.
34	Raj Rani	07-04-1960	AHD&F
35	Poonam Pal	23-08-1964	Urban Dev.
36	Bimla	15-01-1966	WCD
37	Nirmala	17-09-1969	Food & PD
38	S.Jayashree	19-07-1961	Agriculture
39	Ram Pati	15-02-1965	Defence
40	Jeetender Kumar	03-06-1964	Defence
41	Neeru Malhotra	30-04-1965	Defence
42	Bhupender	22-12-1967	Legal Affairs
43	Anil Kumar	05-04-1963	Rural Dev.

S.No.	Name Shri/Smt./Ms.	Dat of Birth	Cadre Units
44	K.Srinivasan	25-05-1962	MHA
45	Veena Sharma	06-08-1961	Agriculture
46	Asha Gulati	15-01-1969	Agriculture
47	Suresh Sharma	01-01-1961	Urban Dev.
48	Sanjay Chopra	01-07-1965	SJ&E
49	Sunita Sharma	05-08-1962	Urban Dev.
50	M.C.Kukreti	28-06-1967	MHA
51	S.K.Rohilla	05-03-1960	Food & PD
52	Panna Lal	10-01-1965	DoP&T
53	Kanwar Paul Dogra	03-11-1965	Earth Sciences
54	Edward Toppo	12-01-1968	Food & PD
55	Aruna Kumari	25-07-1964	Agriculture
56	Kamlesh Pal	30-07-1963	MHA
57	Pushpa Rani Rao	23-10-1967	Legal Affairs
58	Ramesh Kumar	27-05-1967	Culture
59	Shanta Devi	13-01-1964	NITI Aayog
60	Baldeep Kumar	12-06-1967	Posts
61	Poonam Rani	10-07-1967	HRD
62	Ram Deen	10-07-1961	Urban Dev.
63	N. Venkatesan	20-03-1966	MHA
64	Thakur Singh Negi	10-02-1968	Tribal Affairs
65	H. Govind	15-07-1968	DoP&T
66	N. Ravi Kumaran	07-04-1965	Posts
67	Latha Ashokan	03-12-1966	NITI Aayog
68	Anand Prakash	08-12-1967	Defence
69	K.P Ramaverma	16-01-1962	MHA
70	P. V. Ramesan	11-04-1964	Earth Sciences
71	Deepak Kumar	25-01-1972	Agriculture
72	Mukesh Bali	16-06-1965	Urban Dev.
73	Basant Kumar	26-12-1967	Agriculture
74	Satyabrata Padhy	05-05-1966	MHA
75	Anjana Mukherjee	01-07-1963	MHA
76	Rajesh Sharma	27-03-1972	NITI Aayog
77	Veer Sain	08-12-1960	Urban Dev.
78	R.K.Sanduke	21-07-1963	HRD
79	Rajeshwari Kumar	26-11-1961	WCD
80	V. Ramasubramanian	15-12-1967	Legal Affairs
81	V.S.Bhandari	06-11-1960	MHA
82	Kailash Nath Yadav	01-04-1968	MHA
83	Mani Kandan Nair	30-05-1962	MHA
84	K. A. Syed	22-03-1968	MHA
85	S. Prasannan	24-07-1962	MHA
86	Satish Kumar	07-05-1967	MHA

**Annexure-II****Officers presently posted in Group 'B' Ministries/ Departments**  
**covered under RTP as on 01.07.2017**

S.No.	Name Shri/Smt./Ms.	Dat of Birth	Cadre Units
1	R.Ramesh	05-01-1964	Water Res.
2	Radha Venkataraman	04-04-1964	Labour
3	Eva Mitra	30-09-1959	Coal
4	Anita Mund	18-01-1962	S & T
5	R. Bhuvaneshwari	20-09-1965	Health & FW
6	Surinder Singh	05-07-1961	Corporate Aff.
7	Gurmeet Singh	15-09-1970	Health & FW
8	Jitender Bhagat	21-10-1970	MNRE
9	Mahesh Kr. Gupta	22-11-1960	Power
10	Malti Sharma	18-08-1960	Youth Affairs
11	Renu Pathak	01-10-1963	Expenditure
12	Naresh Kumar Sud	15-08-1964	I&B
13	Vijay Singh Rohilla	01-12-1963	Expenditure
14	Rajesh Kumar Suri	20-11-1961	Health & FW
15	Ravinder Kumar Arora	02-11-1966	RT&H
16	K.S.N.Rao	26-09-1960	P&NG
17	Anita Mehra	27-05-1964	RT&H
18	Harinder Singh	29-06-1961	Water Res.
19	Alysum	01-07-1963	I&B
20	Lavit Robertson	14-06-1962	Civil Aviation
21	Sreelatha Sasidharan	08-08-1963	Fertilizers
22	S.Hariharan	05-07-1960	IP&P
23	Laxmi Narayan	02-08-1968	Shipping
24	Shailaja Pillai	09-12-1960	Corporate Aff.
25	Neerja Garg	26-03-1962	P&NG
26	Meenakshi Marwaha	31-12-1962	RT&H
27	Kishori Lal	20-09-1966	Steel
28	Sudesh Kumari	05-04-1961	S & T
29	Meena Saroj	06-11-1960	Environment
30	Susheel Kumari	06-07-1964	Fertilizers
31	Anju Vij	06-08-1968	MNRE
32	V.L.Mathew	05-05-1962	Civil Aviation
33	Shashi Ballabh Naithani	10-10-1969	Fertilizers
34	E. Natarajan	19-01-1960	Corporate Aff.
35	Mulchand Duseja	12-02-1966	Telecom
36	Rajesh Kumar	01-08-1964	Civil Aviation
37	Shankar Kumar Sah	20-07-1963	Coal
38	Suraj Prakash	13-04-1968	Water Res.
39	Satish Kumar	01-04-1963	Telecom
40	N. Jayakumar	12-05-1962	RT&H
41	Anita Sethia	17-09-1966	S & T
42	Vimlesh Aswal	20-06-1968	Water Res.
43	Tilak Raj	10-07-1964	I&B

S.No.	Name Shri/Smt./Ms.	Dat of Birth	Cadre Units
44	Rajesh Kumar Pant	27-07-1960	Commerce
45	Mukesh Harit	15-06-1970	Coal
46	Rajesh Kumar	03-10-1965	Telecom
47	Satish Kumar	24-11-1965	Health & FW
48	Muni Ram	01-03-1962	Textiles
49	Karam Chand	01-06-1968	Commerce
50	Juleta Minj Lakra	11-07-1961	IP&P
51	C.L. Pal	03-07-1964	Health & FW
52	Rekha Dehariya	27-08-1964	Water Res.
53	Raj kumar Mahor	05-03-1964	Telecom
54	Harcharan Dass	06-01-1968	Water Res.
55	Sarla Singh	17-02-1965	Environment
56	Surender Singh	14-11-1960	Water Res.
57	Mahendra Prasad	18-04-1970	Corporate Aff.
58	K.N. Mohadikar	24-06-1963	IP&P
59	Daljit Kaur	07-05-1970	Telecom
60	V.K. Suman	17-03-1962	P&NG
61	Benjamin Kisku	08-11-1959	Civil Aviation
62	Gopilal Mannewar	25-03-1963	Expenditure
63	Sarita Singh	20-08-1965	Telecom
64	Dhan Singh Bharati	08-07-1969	Commerce
65	Smt. Subhash Kumari Kailay	20-12-1965	MNRE
66	Sneh Lata Jawas	26-04-1966	Power
67	M.I.D. Bhavani	08-07-1968	Fertilizers
68	Lata Dawar	07-03-1965	Labour
69	Sunil Bajaj	08-09-1968	Environment
70	Naresh Chibber	04-08-1968	Power
71	Chander Parkash Sharma	13-06-1963	Expenditure
72	Harish Kumar Lakhera	15-07-1965	Environment
73	P.Gayatri	06-08-1965	Expenditure
74	Sanjeev Kumar	05-02-1970	Expenditure
75	Raj Mohan Ahluwalia	27-02-1961	RT&H
76	R. Thyagarajan	15-09-1974	Expenditure
77	Savita Sen	04-06-1965	P&NG
78	Rajendra Prasad	04-03-1966	Expenditure
79	Santosh Jayant	08-05-1963	I&B
80	Amudavalli Venkatesan	02-07-1968	RT&H
81	Amar Singh Chauhan	15-07-1968	Fertilizer
82	Kamal Kishore	01-07-1970	Coal
83	Santosh Anand	22-03-1962	Fertilizer
84	Nabor Minj	12-07-1968	Water Res.
85	Tilak Raj Grover	25-01-1966	Expenditure
86	Ravi Beer	02-08-1972	Expenditure

## Group 'A'

S. No.	Ministry/Department	Vacancy
1	Agriculture & Co-operation	9
2	Animal Husbandry, Dairying & Fisheries	3
3	Culture	3
4	Defence	7
5	DoP&T	2
6	Earth Sciences	2
7	Food & PD	4
8	HRD	4
9	Legal Affairs	4
10	Home Affairs	18
11	MSME	1
12	NITI Aayog	3
13	Posts	6
14	Rural Development	1
15	Social Justice & Empowerment	1
16	Tribal Affairs	2
17	Urban Development	13
18	Women & Child Development	3
<b>Total</b>		<b>86</b>

## Group 'B'

S. No.	Ministry/Department	Vacancy
1	Civil Aviation	4
2	Coal	4
3	Commerce	3
4	Corporate Affairs	4
5	Environment	4
6	Expenditure	10
7	Fertilizers	6
8	Health & Family Welfare	5
9	Information & Broadcasting	4
10	Industrial Policy & Promotion	3
11	Labour	2
12	MNRE	3
13	Petroleum & Natural Gas	4
14	Power	3
15	Road Transport & Highways	6
16	Science & Technology	3
17	Shipping	1
18	Steel	1
19	Telecom	6
20	Textiles	1
21	Water Resources, River Development & Ganga Rejuvenation	8
22	Youth Affairs	1
<b>Total</b>		<b>86</b>

**Proforma for filling up option**

1.	Name	
2.	CSL No.	
3.	Designation	
4.	Date of Birth	
5.	Present Ministry/Department	
6.	Personal contact Number	
7.	Educational Qualification	

**8. Experience (including deputation details)**

Designation (Since joining Govt. Service)	Ministry/Department /Organization (including deputation details)	From (DD-MM-YY)	To (DD-MM-YY)

**Note:** The information furnished in the format should tally with the information available in the web based cadre management system. If the information in the web based cadre management system is not up to date, it should first be updated/ connected before submitting the form.

9. Preference for posting (Maximum three choices)

S. No.	Ministry / Department	Reasons
i		
ii		
iii		

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 up the date.

(Signature of the officer)

Date:

Signature of Under Secretary(Admn.)

Department/ Ministry-----

Tel. -----