

F.No.3/3/2017-CS-I (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

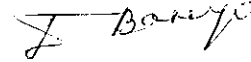
2nd Floor, Lok Nayak Bhavan,
New Delhi-110003
Dated 22nd November, 2017

Office Memorandum

Subject: Updating the database of CSS Officers – regarding

The undersigned is directed to request the Ministries/Departments concerned to furnish the information as specified in the attached proforma (Annex-I) to the undersigned at the earliest. The information could also be communicated through e-mail at santoshkumar.agarwal@nic.in.

Encl: A/a



(Debabrata Banerjee)
Under Secretary to the Govt. of India
☎: 24629413

Ministry/Department concerned

Annexure-I

- (i) Name of Ministry/Department:-.....
- (ii) Sanctioned Strength of DS/Director/ JS (in-situ) in Central Secretariat Service:-.....
- (iii) No. of present incumbents (DS/Director/JS (in-situ) in Central Secretariat Service:-.....

| S.No | Name of incumbent | Designation | Regular or ad-hoc | Date of ad-hoc appointment | * Date of regular appointment | * Date of joining in present Ministry/ Department |
|------|-------------------|-------------|-------------------|----------------------------|-------------------------------|---|
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- (iv) No. of vacancy(s) and the reasons for occurrence of vacancy(s):-

* In case the information was sent earlier, the date of communication along with the reference no. may kindly be indicated.