

F.No. 23/4/2018-Trg (Asstt. Secy.)
Government of India
Ministry of Personnel, PG and Pensions
Department of Personnel & Training

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North Block, New Delhi
Dated: 1st June, 2018

08th

OFFICE MEMORANDUM

Subject: Posting of IAS officers for 2016 Batch as Assistant Secretaries in Government of India – Work allocation – regarding.

The IAS Officers of 2016 Batch are being deputed in various Ministries/Departments in Government of India from 2nd July, 2018 to 28th September, 2018. The work allocation to Assistant Secretaries during this deputation period may include the following activities:

- (i) The Assistant Secretaries may be allocated work relating to flagship programmes/initiatives of the Ministry/Department. They would particularly identify the implementation issues and suggest solutions for expediting progress as well as for improving the quality of implementation. They may be particularly associated with the Aspirational Districts programme and the Gram-Swaraj Abhiyan. In case their Ministry is not concerned with these programmes, they may focus on those States/Districts showing slow progress under their flagship scheme(s). This will be an individual activity for each Assistant Secretary.
- (ii) They will also review the implementation of projects/initiatives of Assistant Secretaries of earlier batches during the last three years and take them to a logical conclusion. This will be a group activity for all Assistant Secretaries posted in each Ministry/Department.
- (iii) Secretary of the Ministry/Department concerned will give a project work pertaining to the Ministry/Department. This will also be a group activity.

2. It is requested that the Secretaries/nodal Joint Secretaries may take necessary action in this regard well in time, before the Assistant Secretaries join their posting.

M. Ranjan
10/06/18
(Lok Ranjan)

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All Secretaries to Government of India (As per list)

Copy to information to:

1. PPS to Cabinet Secretary, Rashtrapati Bhawan, New Delhi.
2. SS & EO, DoPT, North Block, New Delhi.
3. PSO to Secretary (P), DoPT, North Block, New Delhi.
4. NIC, DoPT, North Block, New Delhi.

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8/6/18
जासी किया
ISSUED

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