

F. No.27011/17/2022-Trg.(Asstt. Secy)
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel & Training
Training Division

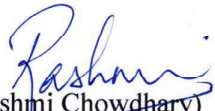
Old JNU Campus, Block IV, 3rd Floor,
New Mehrauli Road, New Delhi-110067
Dated: 10.05.2022

OFFICE MEMORANDUM

Subject: Posting of IAS officers of 2020 Batch as Assistant Secretaries in various Ministries/Departments of Government of India – Work allocation – regarding

The IAS officers of 2020 batch will be deputed to various Ministries/Departments in Government of India from 11th July 2022 to 7th October, 2022. The work allocation to Assistant Secretaries during their deputation period may include the following activities:-

- i. The Assistant Secretaries may give their inputs for improvement of flagship programmes of various Ministries/Departments as per the priorities of the Government which can be useful in implementation of schemes and programmes at district level in States/UTs, quickly and effectively. This will be an **individual project work**.
 - ii. Secretary of the Ministry/Department concerned will give a Project work pertaining to the Ministry/Department which will be a **Group Activity**.
 - iii. Assistant Secretaries have to review the implementation of projects/initiatives of Assistant Secretaries of 2017 batch undertaken in 2019 and take them to a logical conclusion. This will also be a **Group activity** for all Assistant Secretaries posted in each Ministry/Department.
2. It is requested that the Secretaries/Nodal Officers may take necessary action in this regard well in time, before the Assistant Secretaries join their posting.


(Rashmi Chowdhary)
Additional Secretary to the Government of India

To

All Secretaries of Government of India where Assistant Secretaries will be posted
(as per list attached)

Copy for information to:

1. SO to Cabinet Secretary, Rashtrapati Bhawan, New Delhi
2. EO & AS, DoP&T, North Block, New Delhi
3. PSO to Secretary (P), DoP&T, North Block, New Delhi
4. NIC, DoP&T, North Block, New Delhi