

F. No. 17/1/2022-R&R and DC  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel and Training  
(R&R and DC Division)

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3rd Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi – 110 003.  
Dated: 10<sup>th</sup> April, 2023

**OFFICE MEMORANDUM**

**Subject: Recognition of Central Secretariat Service Employees Associations under the Central Civil Services- (Recognition of Service Associations) Rules, 1993- verification of membership regarding.**

The undersigned is directed to refer to this Department's O.M. of even number dated 22.11.2018 vide which fresh applications from Associations/ Unions of employees belonging to the Central Secretariat Service, Central Secretariat Stenographers' Service, Central Secretariat Clerical Service, were invited for recognition.

2. In response, the following associations have submitted fresh applications for recognition along with requisite documents: -

- i. Central Secretariat Employees Association (represent by Promotee ASO, SSA, JSA),
- ii. Central Secretariat (Non Gazetted) Employees Union (represent by all employees of Group "C" & "B" (Non-Gazetted, i.e. MTS to Promotee ASO),
- iii. Central Secretariat (Promotee) Group "B" Officers Association (represent by Group "B" Officers of CSS).

3. The above mentioned three associations are requested to initiate verification of membership of their respective association so that recognition of the associations can be considered under the extant rules/ instructions. The requisite documents regarding verification of membership of association should be submitted by **20 May, 2023.**

4. In this regard, DDOs of all Cadre Controlling Authorities of the Central Secretariat are requested to deduct membership fee for the year 2023-2024, in respect of members of these three Associations / Union mentioned in para – 2 above.

5. It may please be noted that an employee can only be a member of one Association / Union. It may please be ensured that membership fee of an employee be deducted only for one Association / Union.

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6. Further, DDOs are also requested to provide details of members of an Association in proforma given below: -

Name of Ministry / Department/Organisation:-				
Total MTS/ JSA/SSA/ASO(Promotee)/ASO(DR) /SO enrolled in PBR:-				
Sl. No.	Name	Designation	Employee Code	Membership fee deducted

7. Information in the aforesaid proforma may be prepared for each designation separately, and the same may please be made available to this department at the earliest.

8. This issues with the approval of the competent authority.

  
(S. K. Mandi)

Under Secretary to the Government of India

Tel: 24651898

To

1. The DDOs of all Ministries / Departments of Central Secretariat, Government of India (as per list enclosed)
2. Shri Rabindra Kumar Jha, General Secretary, Central Secretariat Employees Association, 5D, Ground Floor, Shastri Bhawan, New Delhi-110001, E-mail:- [rabinderjha@hotmail.com](mailto:rabinderjha@hotmail.com) / [cseassn@gmail.com](mailto:cseassn@gmail.com), Mob-09911159660.
3. Shri Ghanshyam Chauhan, General Secretary, Central Secretariat (N-G) Employees Union, B-32, Udyog Bhawan, Maulana Azad Road, New Delhi-110011, E-mail: [csngehqub@gmail.com](mailto:csngehqub@gmail.com), [schgew10@gmail.com](mailto:schgew10@gmail.com), Mob-09891968372.
4. Shri R. N. Prasad, General Secretary, Central Secretariat (Promotee) Group "B" Officers Association, 113-F, Shastri Bhawan, New Delhi-110001, E-mail-[cspgboa@gmail.com](mailto:cspgboa@gmail.com) Mob- 09868728374.

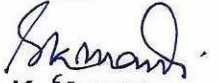
**Note:** All General Secretaries of above mentioned Associations are requested to pursue the matter with the DDOs of all Ministries/ Departments for deduction of membership fee in respect of their members for this year 2023-24 and obtain a copy of authenticated statement from the concerned DDOs, as mentioned in para-6. The same may be submitted to this Department with a summary as under: -

Name of Association: -				
Membership fee summary for the post & period of:-				
S. No.	Name of Min/ Dept.	MTS/JSA/SSA/ASO (Promotee)/ASO(DR)/ S.O. enrolled in PBR	Membership fee of Total MTS/JSA/SSA/ ASO(Promotee)/ ASO(DR)/ S.O. deducted	Authenticated sheet of DDO attached at page No.

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The above-mentioned summary sheet may be prepared by the Associations for each designation separately and submit the same latest by 20.05.2023 along with their claim for recognition of their respective Associations.

5. NIC, DoPT, North Block with the request to upload this O.M. under what's new section of DoPT's website.

  
(S. K. Mandi)

Under Secretary to the Government of India