

No.4/16/2022-CS.II(A)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

3<sup>rd</sup> Floor, Lok Nayak Bhavan, New Delhi-110003.  
Dated: 21.06.2022

**OFFICE MEMORANDUM**

Subject:- Fixation of range of seniority for promotion from PA to PS Grade of CSSS for Select List Year 2022 – reg.

The undersigned is directed to say that it has been decided to fix the range of seniority(zone of consideration) for making addition to the Select List of PS Grade(Seniority Quota) of CSSS for the Select List Year 2022 placed at **Annexure-I** as per details below :-

UR/SC/ST Category	All the unabsorbed eligible PAs of SLY-2017 who have completed 5 years of approved service and who were in service as on 01.07.2022
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2. The tentative vacancies proposed to be filled up under Seniority Quota mode for SLY 2022 are as under:-

Remarks	UR	SC	ST	Total
Total vacancies	136	9	3	148

3. All the Cadre Units of CSSS are requested to place the cases of the eligible PAs of CSSS at **Annexure-I** who are covered within the 'zone' prescribed above and who have not yet been included in the previous Select Lists of PS Grade of CSSS, before the Departmental Promotion Committee, to assess their fitness or otherwise for promotion to the PS Grade of CSSS. The recommendations of the Departmental Promotion Committee, vigilance clearance and Level-II training status of the eligible officers consider by DPC, be furnished by the Cadre Units to this Department alongwith information in the prescribed proforma (**Annexure- II,III,& IV**) with the approval of competent authority.

4. All the Cadre Units concerned are, therefore, requested to take time bound necessary action to complete the process and forward the requisite documents as requested in Para(3) above to this Department on or before **23.06.2022 positively**.

5. If any officer included in the zone is working in any cadre other than the one indicated against his/her name in the PA CSL, the cadre unit, where he/she is presently posted may conduct DPC in respect of him/her, without referring the matter to this Department and send

the recommendation of the DPC alongwith the information and approval of the competent authority as per Para(3) above.

6. It is once again emphasized that exercise may be done in a time bound manner to adhere to the deadline as given in Para(4) above.

7. This O.M. is available on the website of this Department viz : [www.persmin.nic.in](http://www.persmin.nic.in) → DOP&T → Central Secretariat → Central Secretariat Stenographers Service (CSSS) → Promotions → Zone of promotion → Steno Grade 'C' to Grade A & B (Merged)(PS).



(Bhagirath Jha )

Under Secretary to the Government of India

Telefax .No. 24654020

Encl: As above

To

All the Cadre Units of CSSS.(Through DoP&T Website)  
Under Secretary (Admn )

ANNEXURE-I TO O.M.NO. 4/16/2022-CS.II (A) DATED 21.06.2022

S.No	Name (Shri/Smt. /Ms.)	Cadre Unit	Cat.	Date of Birth	SLY
1.	Neeru Bountra	Culture	Gen.	25-07-1968	2017
2.	Ajay Kumar	EF&CC	Gen.	31-12-1975	2017
3.	Rajiv Saklani	UPSC	Gen.	26-09-1976	2017
4.	Satbir Singh	Tribal Affairs	SC	16-09-1972	2017
5.	Sunil Dutt	H&UA	Gen.	25-12-1965	2017
6.	Bhawana Malhotra	RT&H	Gen.	30-01-1973	2017

Bhaginta Jh  
21.06.22

**ANNEXURE-II TO O.M.NO. 4/16/2022-CS.II (A) DATED 21.06.2022**

**PARTICULARS OF PA BELONGING TO GENERAL CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF PS OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2022.**

Sl. No.	Name of the officer	Date of Birth	Select List year of the PA of CSSS	S.No. as per Annexure-I	Whether considered suitable for inclusion in the Select List of PS of CSSS	Whether clear from Vigilance angle	Period of stay (in years) in the present cadre	Level-II Training Status
1	2	3	4	5	6.	7.	8.	9.

Signature of Under Secretary:

Name:

Stamp:

**ANNEXURE-III TO O.M.NO. 4/16/2022-CS.II (A) DATED 21.06.2022**

**PARTICULARS OF PA BELONGING TO SC CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF PS OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2022.**

Sl. No.	Name of the officer	Date of Birth	Select List year of the PA of CSSS	S.No. as per Annexure-I	Whether considered suitable for inclusion in the Select List of PS of CSSS	Whether clear from Vigilance angle	Period of stay (in years) in the present cadre	Level-II Training Status
1	2	3	4	5	6.	7.	8.	9.

Signature of Under Secretary:

Name:

Stamp:

**ANNEXURE-IV TO O.M.NO. 4/16/2022-CS.II (A) DATED 21.06.2022**

**PARTICULARS OF PA OF CSSS BELONGING TO ST CATEGORY FOR MAKING ADDITIONS TO THE SELECT LIST OF PS OF CSSS THROUGH SENIORITY QUOTA FOR THE YEAR 2022.**

Sl. No	Name of the officer	Date of Birth	Select List year of the PA of CSSS	S.No. as per Annexure-I	Whether considered suitable for inclusion in the Select List of PS of CSSS	Whether clear from Vigilance angle	Period of stay (in years) in the present cadre	Level-II Training Status
1	2	3	4	5	6.	7.	8.	9.

Signature of Under Secretary:

Name:

Stamp: