

No. 1/2/2018-CS.II(A)  
Government of India  
Ministry of Personnel, Public Grievances and Pension  
Department of Personnel & Training

\*\*\*\*\*

3rd Floor, Lok Nayak Bhavan,  
Khan Market, New Delhi -110 003,  
Dated, the 5 July, 2018

OFFICE MEMORANDUM

Subject: Vigilance Clearance and Major/Minor Penalty Certificate in respect of PPS of  
CSSS – reg.

\*\*\*\*\*

The undersigned is directed to say that this Department is in the process for initiating the exercise of promotion from Principal Private Secretary(PPS) grade of CSSS to the post of Senior Principal Private Secretary(Sr. PPS) grade of CSSS. In this regard, APAR grading, vigilance clearance and major/minor penalty certificate(during the last 10 years) of the eligible officers are required. A list of the names of the officers is attached at Annexure-I.

2. Concerned cadre units as well as AVD-I Division, DOP&T are requested to provide the vigilance clearance and major/minor penalty certificate for the last 10 years in respect of the eligible officers. Cadre Units may also ensure that ACR/APAR grading of the officers concerned have been sent to this Division, if not, the same may be made available by 10.07.2018 otherwise in the absence of ACR/APAR, it would be difficult to consider their names for promotion. It may also be ensured that the IPR in respect of these officials have been forwarded to this Division and personal particulars of these officials have been uploaded in the Web Based Cadre management Software of CSSS.

3. The list of officers may be seen/downloaded on/from the website of this Department: [www.http://persmin.nic.in](http://persmin.nic.in)>DOP&T>OMs& Orders>Central Secretariat>CSSS >ACR-Status of Completion.

4. All the concerned cadre units, are requested to provide the required information at the earliest.

  
(Chirabrata Sarkar)

Under Secretary to the Government of India

☎ 24623157

To

- (i) All concerned cadre units of CSSS.
- (ii) AVD-I Division, (Ms. Gracy Varghese Under Secretary), DOPT, North Block, New Delhi.

**APAR grading, Vigilance Clearance, Major/Minor Penalty Certificate and IPR-2017 in respect of PPSs of CSSS are sought.**

S.No.	Name(Shri/Smt./Ms.)	Date of Birth	SLY	Cadre where working	Date of joining as regular PPS
1	J.P Kataria	28/05/1961	2010	MHA	20/03/2012
2	Vinod Malhotra	26/03/1957	2010	Defence	20/03/2012
3	Renu Verma	03/02/1960	2010	MHA	20/03/2012
4	Anil Malhotra	14/12/1961	2010	Civil Aviation	20/03/2012
5	Shyam Sunder	26/09/1962	2010	WCD	22/03/2012
6	Manjeet Singh	03/08/1960	2010	MHA	20/03/2012
7	Roop Kishore	18/07/1957	2010	Defence	20/03/2012
8	Girdhari Lal	04/05/1963	2010	RT&H	09/04/2012
9	Raj Kumar	07/08/1965	2010	Tribal Affairs	20/03/2012
10	Uma Ravi Ramaswamy	29/05/1959	2010	MHA	20/03/2012
11	Tilak Raj	12/03/1963	2010	Coal	20/03/2012
12	M.K.Saxena	31/07/1959	2010	Urban Dev.	23/03/2012
13	R.K. Jindal	02/10/1959	2010	Environment	20/03/2012
14	Hukum Singh	16/04/1959	2010	MHA	20/03/2012
15	Anoop Kumar Bhardwaj	16/06/1959	2010	Agriculture	26/04/2012
16	Sarla Sharma	02/05/1961	2010	Urban Dev.	23/03/2012
17	Jagjeet Tangri	23/08/1961	2010	Water Res.	20/03/2012
18	Rooma Biswas	20/05/1959	2010	MHA	20/03/2012
19	K.P. Singh	31/10/1958	2010	SJ&E	20/03/2012
20	R.P.Singh	03/05/1961	2010	Rural Dev.	20/03/2012
21	Swarn Lata	15/08/1960	2010	Power	20/03/2012
22	V.K.Manuja	07/08/1961	2010	MHA	20/03/2012
23	Sudha Sharma	07/08/1958	2010	NITI Aayog	20/03/2012
24	Madhuri N.Shende	15/07/1958	2010	NITI Aayog	20/03/2012
25	T.Joy Jayamathy	12/04/1958	2010	Agriculture	26/04/2012
26	N. Venkataraman	08/05/1959	2010	IP&P	20/03/2012
27	B.Sandhya	01/06/1961	2010	Power	20/03/2012
28	B.Mani	29/04/1964	2010	S & T	02/05/2012
29	Ashish Satija	11/05/1966	2010	Defence	20/03/2012
30	R.Ramesh	05/01/1964	2010	Water Res.	20/03/2012
31	P.C. Joshi	02/02/1957	2010	Legal Affairs	20/03/2012
32	R. Ramalingam	10/05/1957	2010	UPSC	20/03/2012
33	Sunil Sehgal	12/03/1960	2010	WCD	19/04/2012
34	Ghanshyam Dass	05/04/1957	2010	Health & FW	20/03/2012
35	R.S. Negi	18/08/1959	2010	Expenditure	20/03/2012
36	Subhash Chander	14/12/1962	2010	Agriculture	01/05/2012
37	Pal Singh	02/04/1958	2010	Commerce	20/03/2012
38	Poonam Chopra	24/04/1959	2010	S & T	02/05/2012
39	Raj Pal Singh	10/10/1962	2010	Expenditure	20/03/2012
40	Sudhir Arora	08/02/1959	2010	Commerce	20/03/2012
41	Radha Venkataraman	04/04/1964	2010	Labour	09/04/2012
42	Lalit Kumar	04/08/1961	2010	Posts	20/03/2012
43	Usha Sabhachandani	17/04/1959	2010	MHA	20/03/2012
44	Sarita Rathore	15/04/1962	2010	Health & FW	20/03/2012
			****		

**Annexure-II**

<b>S.No.</b>	<b>Name of the officer</b>	<b>Date of Birth</b>	<b>SLY</b>	<b>Cadre where working</b>	<b>As per service records available whether any major/minor penalty imposed against the officer/s during the last 10 years. (Yes/No)?</b>

\*\*\*\*\*