No. 5/2017-CS-II(C)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003
Dated: 01st Jan., 2018

Office Memorandum

Subject: Transfer of Personal Assistant of CSSS under the provision of RTP of CSSS-reg.

The undersigned is directed to refer to this Department’s O.M. No. of even no. dated 03.10.2017, 18.10.2017, 06.11.2017 and 22.11.2017 vide which all the Cadre Units were requested to furnish the names/details of the eligible PAs, who have completed the prescribed tenure against the cut off date of 01st July, 2016 for transfer under RTP of CSSS personnel.

2. The requisite details from some cadre units have not been received. The defaulting Cadre Units are requested to provide the requisite information in prescribed proforma positively by 12.01.2018.

Encis: As above

(Chirabrata Sarkar)
Under Secretary to the Govt. of India
Telefax: 24623157

To

2. US (Admn.), D/o Personnel & Training, North Block, New Delhi. (The requisite information required from all sub-cadre units of DoP&T)
### Annexure to OM No. 5/2/2017-CS-II(C) dated 01.01.2018

**Name of Cadre Unit:**

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<tr>
<th>S.No.</th>
<th>Name of officer (Shri/Ms./Smt.)</th>
<th>Date of Birth</th>
<th>SLY of PA of CSSS</th>
<th>Period of total stay, including all the grades held in the present cadre unit</th>
<th>Period of stay (in years) in the present cadre unit</th>
<th>Period of Deputation, If any</th>
<th>Remarks</th>
<th>Place of posting</th>
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From | To

Signature of Under Secretary

Name