F.No.7/10/2015-CS.I(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi,
Dated the 9th December, 2015

OFFICE MEMORANDUM

Subject: Posting of Direct Recruit Assistants of 2013-14.

At present 358 direct recruit Assistants are undergoing Foundational Training organized by ISTM. On successful completion of training, these DR Assistants will be posted to participating Ministries/Departments of CSS.

2. All the Ministries/Departments concerned are, therefore, requested to furnish the vacancy position in the grades of Section Officer and Assistant as on date in the format given below only by e-mail at kumar.m13@nic.in by 15.12.2015 positively.

<table>
<thead>
<tr>
<th></th>
<th>Name of the Cadre Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Vacancies as on date in</td>
</tr>
<tr>
<td>(i)</td>
<td>Section Officer’s Grade</td>
</tr>
<tr>
<td>(ii)</td>
<td>Assistant’s Grade</td>
</tr>
<tr>
<td>3</td>
<td>Number of Assistants required keeping in view the officers yet to be promoted on their inclusion in SO SL 2015</td>
</tr>
</tbody>
</table>

4. In case of no response by stipulated date it will be presumed that Ministry/Department does not require more Assistants at present.

(Parminder Singh)
Under Secretary to the Government of India
Tel: 24642705

To,

All Ministries/Departments participating in CSS