No. 5/4/2016 -CS.II(C)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  

3rd Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi -110 003  
Dated: 02nd Feb., 2017  

OFFICE MEMORANDUM  

Subject: Up-dation of web-based data of PA Grade of CSSS in CSCMS-reg.  

The undersigned is directed to refer to this Department’s OM of even number dated 22.12.2016 on the subject cited above and to say that the information in respect of Personal Assistants of CSSS who are posted in all the Ministries/Departments is required to be updated for purposes such as filling of Immovable Property Return (IPR), updation of web-based data of PAs, filling up of unfilled vacancies, record maintenance, preparation of CSL etc.  

2. The defaulting cadre units are, once again, requested to furnish the requisite information of PA Grade as on 31.12.2016 in the proforma attached by 15.02.2017 positively to enable this Department to update the records of PA Grade.  

Ends:- As above  

(Pradeep A.)  
Under Secretary to the Govt. of India  
Tel. No. 24623157  

To  
The defaulting cadre units of CSSS,  
(through website of this Department)
Annexure to DoP&T's OM No. 5/4/2016-CS-II(C) dated 02.02.2017

To

1. US (Admn.), D/o Agriculture & Cooperation, Krishi Bhavan, New Delhi.
2. US (Admn.), M/o Civil Aviation, Rajiv Gandhi Bhavan, New Delhi.
3. US (Admn.) Central Informaton Commission, Bhikaji Cama Place, New Delhi.
8. US (Admn.), D/o Expenditure, North Block, New Delhi.
15. US (Admn.), M/o Minority Affairs, CGO Complex, Lodi Road, New Delhi.
16. US (Admn.) M/o N. & R. Energy , Block No.-14, CGO Complex, ND.
20. ADG (Admn.), D/o Posts, Dak Bhavan, Sansad Marg, New Delhi.
22. US (Admn.), M/o Road, Transport & Highways, Transport Bhavan, New Delhi.
32. US (Admn.), U. P. S. C., Dholpur House, Shahjahan Road, New Delhi.
36. US(Admn.), M/o AYUSH, AYUSH BHAWAN, B Block, GPO Complex, INA, New Delhi.
37. US(Admn.), M/o DoNER, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi.
## Annexure to DoP&T’s OM No. 5/4/2016-CS-II(C) dated 02.02.2017

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Ministry/Department</th>
<th>Sanctioned strength in PA Grade</th>
<th>Incumbency</th>
<th>vacancy</th>
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## Details of PA presently working in the Ministry/Department (As on 31.12.2016)

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Ministry/Department and name of the office where posted whether at Delhi or outstation posts</th>
<th>CSL No.</th>
<th>Name</th>
<th>Date of Birth</th>
<th>Category</th>
<th>SLY (through LDCE or SQ)</th>
<th>Date of Joining</th>
<th>Date of posting in Ministry/Department</th>
<th>Remark, if any</th>
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