

No. 391-75/2011-STG-III
Government of India
Ministry of Communications & IT
Department of Telecommunications
(STG-III Section)

Room No.419, Sanchar Bhawan
20, Ashoka Road, New Delhi - 1
Dated, 13 September, 2011

Office Memorandum

Subject: Drawing panel of Group 'A' officers belonging to various Central/All India Services, other than IAS, for appointment to the post of Secretary/equivalent and Additional Secretary/equivalent in Government of India.

The undersigned is directed to refer to the subject mentioned above and to forward herewith a copy of Cabinet Secretary's d.o. letter No.1-12/2011-CS (A), dated 19th August, 2011.

2. It is requested to forward the applications/names of eligible IIS Group 'A' officers under your administrative control to this office latest by 23.09.2011. The eligibility conditions should be strictly adhered to.

Encl: a/a



(A K Patro)
Under Secretary (SNG)
Tele No. 23036226

Copy to:-

1. CMD, BSNL / MTNL / TCIL
2. Sr. DDG (TEC)/ Sr. DDG (Vig.)
- ✓ 3. Dir (IT) - with a request to place it on website of DoT

S23/Dir (IT)/11
13/9

AJIT SETH



मंत्रिमंडल सचिव
CABINET SECRETARY
NEW DELHI

No.1-12/2011-CS(A)
Dated 19th August, 2011

Dear Secretary,

It is proposed to draw up panels of Group 'A' officers belonging to various Central/ All India Services, other than IAS, for appointment to the posts of Secretary /equivalent and Additional Secretary/ equivalent in the Government of India. The eligibility conditions are as follows:

- (A) For Secretary level empanelment
- (i) Minimum of 30 years service in Group 'A' ; and
 - (ii) Minimum of 2 years service in a post carrying a minimum basic pay (pre- revised) of Rs.22,400/- or more.
- (B) For Additional Secretary level empanelment:

- (i) Minimum of 25 years service in Group 'A' and
- (ii) Minimum of 7 years service in a post carrying a scale of pay (pre-revised) of Rs.18,400-22,400/- in the parent cadre or service.

2. It has also been decided that only those officers would be considered for empanelment, who meet the following criteria:

- (i) Whose years of examination is not later than 1975 (i.e. 1976 batch) for Secretary level and 1978 (i.e. 1979 batch) for Additional Secretary level;
- (ii) At least 1 year's residual service as on 1.1.2012;
- (iii) Experience of at least 3 years in Secretariat posts under the Central Staffing Scheme at the level of Deputy Secretary and above;

The reference date for determining eligibility shall be 1st January, 2012.

3. Your recommendations in respect of eligible officers belonging to the Service under your administrative control may please be sent to this Secretariat in the formats enclosed, by 31st October, 2011. It will not be possible to consider nominations received after the stipulated last date. A copy of the latest Civil List/ Seniority List for the respective Service along with the CR dossiers of the officer recommended may also be sent.

4. I would request you to ensure timely response so that eligible officers are not denied the opportunity.

Yours

Yours Sincerely,

(Ajit Seth)

Shri R. Chandrasekhar
Secretary,
Deptt. of Telecommunications
New Delhi

AS (A)
JS A
29/8/11

कर्मचारी (सहायक)
Secretary (T) G1699
उप सं/डि. नं.
दिनांक/Date 28/8/11

1529/JS(A)/11
28/8

26/8/11

JS (Adm. I)

29/8

2972/Adm. I
28/8

2198/US Adm I
28/8

29/8/11

SO (Adm. I) 30/8
S. Chandra

