

**TIME BOUND**

No. 5/1/2018 -CS.II(C)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

3<sup>rd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi -110 003  
Dated: 14<sup>th</sup> June, 2018

**OFFICE MEMORANDUM**

Subject: Completion of formalities in the matter of promotion of CSSS grades -reg.

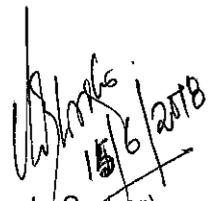
The undersigned is directed to refer to this Department's OM of even no. dated 07.06.2018 vide which all the cadre units were requested to furnish the sanctioned strength, vacancies and incumbency position of PA Grade of CSSS as on 01.07.2017.

2. The requisite details from several cadre units have not been received. It is, therefore, requested to Ministries/Departments (annexed) to provide the requisite information in the prescribed proforma immediately without fail **but not later than 19.06.2018** to take further necessary action. The requisite information may be furnished through mail at the following email addresses:

- (i) [chirabrata.sarkar@nic.in](mailto:chirabrata.sarkar@nic.in)
- (ii) [chhavi.mishra@gov.in](mailto:chhavi.mishra@gov.in)

4. This may be accorded as **TOP PRIORITY**.

Encls:- As above

  
(Chirabrata Sarkar)  
Under Secretary to the Govt of India  
Tel. No. 24623157