

No. 23/1/2009-EC.I  
Government of India  
Directorate General of Works  
Central Public Works Department

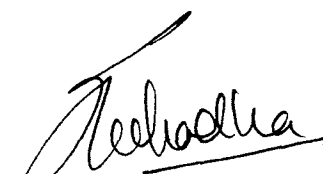
Nirman Bhavan, New Delhi  
**Dated the 9<sup>th</sup> January, 2009**

**OFFICE MEMORANDUM**

Subject: Preparation of Panel (by the Cabinet Secretariat) of Group 'A' Offices belonging to various Central/All India Services, other than IAS, for appointment to the Secretary/Additional Secretary/Equivalent level posts in the Government of India - regarding.

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The undersigned is directed to forward herewith a copy of the OM bearing No.A.33013/1/2006-Admn.I dated 30.12.2008 received from the Ministry of U.D. on the above subject and to request that the officers of the level of Chief Engineers & above in the CPWD, who are eligible for empanelment for appointment to the Secretary/Additional Secretary/ Equivalent level posts in the Govt. of India, may give their options in the enclosed proforma so as to reach this Directorate latest by 16.1.2009.

  
(S.K. Chadha)  
Section Officer

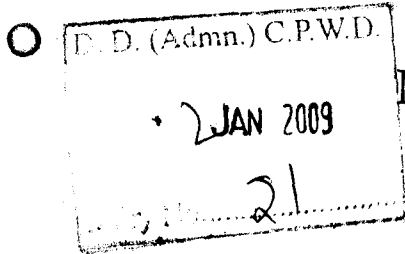
To

1. All ADGs(WS)/ADGs(Works) in the CPWD.
2. All CEs(Civil & Electrical) in the CPWD.
3. NIC, CPWD, Nirman Bhavan

No.A-33013/1/2006-Admn.I

Government of India

**Ministry of Urban Development**



Nirman Bhawan, New Delhi.  
Dated the December, 2008.

**OFFICE MEMORANDUM**

Subject : Consideration of draw up panels of Group 'A' officers belong to  
various Central/All India Services, other than IAS for appointment of  
Secretary/Additional Secretary /equivalent level

The undersigned is directed to forward a copy of the D.O. letter No. 1-16/2008-CS(A) dated 28<sup>th</sup> November, 2008 received from Cabinet secretary on the subject cited above to furnish the requisite information in respect of Central Engineering Services, Group 'A' in the CPWD, as sought vide point (A) & (B) and also furnish a list of eligible officers, if any, as mentioned at para 2 of the said letter. A copy of the latest Civil List/seniority List for the respective Service may also be furnished, if any before 7<sup>th</sup> January, 2008, without fail.

*Ravi Menon*  
30/12/08  
(Ravi Menon)  
Section Officer

1906-20(A)  
31/12/08

To

Deputy Director (Admn.)  
(Shri T.R. Prasad)  
CPWD, Nirman Bhavan,  
New Delhi

For EC-I pl.

*Pooja*  
31/12/08

DDA (RPM)

SOBET  
*SOBET*  
21



K. M. CHANDRASEKHAR

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 two 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 seven 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 year of examination is not later than 1973 (i.e. 1974 batch) for Secretary level, and 1976 (i.e. 1977 batch) for Additional Secretary level;
- (ii) At least one year's residual service as on 1.1.2009;
- (iii) Experience of at least three 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 1<sup>st</sup> January 2009.

3. Your recommendations in respect of eligible officers belonging to the Service under your administrative control may please be sent to me in the formats enclosed, by 31<sup>st</sup> January, 2009. 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 may also kindly be sent. The CR dossiers of the officers recommended need not be sent now as these would be called for later.

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

Yours sincerely

*K.M. Chandrasekhar*  
(K.M. Chandrasekhar)

*Rammy*

JS(A)  
1215/A-E/08  
10/12

Shri M. Ramachandran,  
Secretary,  
Ministry of Urban Development.

*Div (CA)*  
*H/12/08*

*UNAP*  
*SOC (A) (D)*  
*Devanand*  
*Sh. Hap*

Annexure-I

RECOMMENDATIONS FOR SECRETARY EMPANELMENT

Name of the Service: \_\_\_\_\_

No.	Name of the officer with date of birth	Date of entry into service Gr-A/ Year of Allotment	Date from which drawing pay in scale of Rs. 22400-24500 (PR)	Present post held with pay scale & date of appointment	Secretariat posts held outside the cadre under <u>Central Staffing Scheme</u>	If the officer had not held any Secretariat posts under the Central Staffing Scheme whether he had opted for it	Vigilance clearance status. <u>Any subsequent change may be intimated</u>

RECOMMENDATION FOR ADDITIONAL SECRETARY EMPANELMENT

Name of the Service: \_\_\_\_\_

No.	Name of the officer with date of birth	Date of entry into service Gr-A/ Year of Allotment	Date from which drawing pay in scale of Rs. 18400-22400 (PR)	Present post held with pay scale & date of appointment	Secretariat posts held outside the cadre <u>under Central Staffing Scheme</u>	If the officer had not held any Secretariat posts under the Central Staffing Scheme whether he had opted for it	Vigilance clearance status. <u>Any subsequent change may be intimated</u>