

File No. 12019/01/2021-ISS
भारत सरकार/ Government of India
सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय

Ministry of Statistics & Programme Implementation
भा०सां०से०प्रभाग / ISS Division

सरदार पटेल भवन,

संसद मार्ग, नई दिल्ली-110001

दिनांक: 16.06.2021

OFFICE MEMORANDUM

Subject: Guidelines for evaluation of ISS officers for empanelment for holding the post of JS/ equivalent at the Centre- reg.

The undersigned is directed to circulate a copy of DoPT O.M. No. 12/3/2008-EO(SM.III) dated 17.01.2014 regarding guidelines for evaluation of officers of Organized Group 'A' services for empanelment for holding the post of JS/ equivalent at the Centre. The proposal of Indian Statistical Service officers of 2001 batch is under consideration.

2. The above said O.M. of DoPT is brought to the notice of all eligible ISS officers of 2001 batch as per list attached. If any of the officer wishes to represent, may submit their representation within 07 days from the date of issue of this O.M.

Encl.: As above.

(Arvind Kumar)

Deputy Director (ISS)

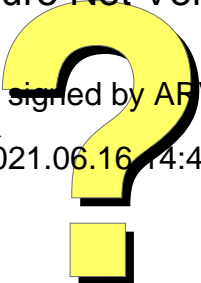
☎: 011-23365802

To:

1. All concerned officers as per the list enclosed.
2. Director, DIID for placing it on Ministry's website

Signature Not Verified

Digitally signed by ARVIND
KUMAR
Date: 2021.06.16 14:48:39 IST



List of ISS Officers of 2001 batch who are eligible for empanelment for holding the post of Joint Secretary/ equivalent at the Centre:

S. No.	Name of officer (Shri/Smt./Ms/Dr.)	Date of promotion
1	Nilanjana Roy	01.04.2020
2	Nitika Gupta	01.04.2020
3	Hardeep Singh Chopra	01.04.2020
4	Himmat Singh Raghav	01.04.2020
5	Anita Baghel	08.04.2020
6	Swapna Banerjee (Bhattacharya)	01.06.2020
7	Nitish Kumar	01.06.2020
8	Dharmvir Jha	01.06.2020
9	Altaf Hussain Haji	01.06.2020
10	Ruchika Gupta	01.06.2020

श्रीनिवासआर. कटिकिथाला , भा.प्र.से.

SRINIVAS R. KATIKITHALA, IAS

स्थापना अधिकारी एवं अपर सचिव

ESTABLISHMENT OFFICER &
ADDITIONAL SECRETARY

Tel.: 23092370, Fax : 23093142

E-mail : eo@nic.in



सत्यमेव जयते



भारत सरकार
कार्मिक और प्रशिक्षण विभाग
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
नॉर्थ ब्लॉक, नई दिल्ली-110001
GOVERNMENT OF INDIA
DEPARTMENT OF PERSONNEL & TRAINING
MINISTRY OF PERSONNEL, PUBLIC
GRIEVANCES AND PENSIONS
Date of the P.O. No. NW 2021-110001

D. O. No. 12/29/2017-EO(SM-III)

Dear Sir/Madam,

As you are aware empanelment is a pre-requisite for appointment of a member of All India Services/Central Group 'A' Services to the post of Joint Secretary/equivalent at the Centre under the Central Staffing Scheme. All Cadre Controlling Authorities (CCAs) are time and again requested to send proposals of their participating services under Central Staffing Scheme for Joint Secretary level empanelment.

2. CCAs are requested that batch-wise empanelment proposals upto 2001 batch in respect of services participating in Central Staffing Scheme under their control may be submitted online by feeding relevant data in the CCA module of the software 'EASY' as was done in case of senior batches earlier. All officers in a batch who have got Senior Administrative Grade (SAG) in their respective cadres and have minimum 04 years of residual service as on 01.01.2018 are eligible for consideration. However, the Cadres are requested to feed in EASY details of all officers in a batch including those not eligible for consideration. After submission of batch-wise proposal online, ACR/PAR dossiers (updated upto 2019-20) of all eligible officers may be forwarded to this Department for further processing of the case.

3. As per the modified guidelines, the CCAs are required to inform and invite representations from the officers under consideration at the time of initial assessment of the batch. In this regard, the procedure was earlier informed to CCAs vide this Department's O.M. No. 12/3/2008-EO(SM-III) dated 20.01.2014.

4. You may also ensure that the latest vigilance status (alongwith comments of Central Vigilance Commission) and the date of filing of IPR for the year 2020 (as on 01.01.2021) in respect of each officer in a batch is also provided to this Department in due course.

5. Executive record sheets of the officers alongwith the latest posting details, contact numbers of Reporting/Reviewing/Accepting Authorities as well as senior/retired officers (SAG and above) of the respective services may also be provided in soft copy alongwith the proposal.

Yours sincerely,

(Srinivas R. Katikithala)

To
All Secretary of the Department concerned
All Cadre Controlling Authorities as per list attached.

सूचना
का अधिकार

List of CCAs of participating Services in Central Staffing Scheme

- (i) Shri Ajay Kumar Bhalla, Home Secretary, North Block, New Delhi (For IPS)
- (ii) Shri Rameshwar P. Gupta, Secretary, Ministry of Environment, Forests & Climate Change, Indira Paryavaran Bhawan, New Delhi [For IFoS]
- (iii) Shri Tarun Bajaj, Secretary, Department of Revenue, North Block, New Delhi (For IRS(IT) and IRS(C&CE))
- (iv) Ms. Namita Sekhon, Dy. CAG, O/o Comptroller & Auditor General of India (CAG), Deen Dayal Upadhyaya Marg, New Delhi (IA&AS)
- (v) Shri Suneet Sharma, Chairman, Railway Board, Rail Bhawan, New Delhi (For all 08 participating railways services)
- (vi) Shri Anshu Prakash, Secretary, Department of Telecommunications, Sanchar Bhawan, New Delhi (For Indian Telecom Service and IP&TA&FS)
- (vii) Shri Ajay Kumar, Defence Secretary, South Block, New Delhi[For IOFS, IDAS, IDES and IDSE]
- (viii) Shri Tarun Bajaj, Secretary, Department of Economic Affairs, North Block New Delhi (For IES)
- (ix) Shri Amit Khare, Secretary, Ministry of Information & Broadcasting , Shastri Bhawan, New Delhi (For IIS, IBPS, IBES)
- (x) Shri Anup Wadhawan, Secretary, Department of Commerce, Udyog Bhawan, New Delhi [For Indian Trade Service, Indian Inspection Service & Indian Supply Service])
- (xi) Shri P.K. Bisoi, Secretary, Department of Posts, Dak Bhawan (For IPoS)
- (xii) Shri T.V. Somanathan, Secretary, Department of Expenditure, North Block New Delhi(For ICAS & ICoAS)
- (xiii) Shri Alok Tandon, Secretary, Ministry of Mines, Shastri Bhawan, New Delhi (For GSI Gp 'A')
- (xiv) Shri K. Shivaji, Secretary, Ministry of Statistics & Programme Implementation Sardar Patel Bhawan, New Delhi (For ISS)
- (xv) Shri Aramane Giridhar, Secretary, M/o Road Transport & Highways, Parivahan Bhawan, Delhi [For CES(Roads)]
- (xvi) Shri Alok Kumar, Secretary, Ministry of Power, Shram Shakti Bhawan, New Delhi (For C. Power Engg Service)
- (xvii) Shri Durga S. Mishra, Secretary, Ministry of Housing & Urban Affairs, Nirman Bhawan, New Delhi [For CES(CPWD)]
- (xviii) Shri Pankaj Kumar, Secretary, M/o Water Resources, River Development & Ganga Rejuvenation, Shram Shakti Bhawan, New Delhi [For CWES]
- (xix) Shri Rajesh Verma, Secretary, Ministry of Corporate Affairs, Shastri Bhawan, New Delhi (For Central Company Law Service)

No. 12/3/2008-EO(SM.III)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

North Block, New Delhi
Dated the 17 Jan., 2014

OFFICE MEMORANDUM

20 JAN 2014

Subject:- Guidelines for evaluation of officers of Organized Group 'A' services for empanelment for holding the post of JS/ equivalent at the Centre -reg.

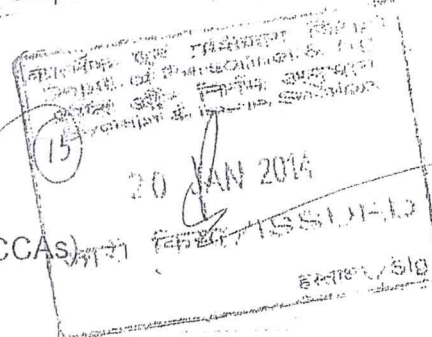
The undersigned is directed to say that the new guidelines for evaluation of IAS and other All India Services and Group 'A' Central Services officers for empanelment for holding the post of Joint Secretary/equivalent at the Centre came into force from 01.01.2010. Till now there was no provision in the guidelines for consideration of representations prior to initial assessment of the officers. Representations against non-empanelment of officers were examined and then placed before the Experts Panel at the time of consideration of such officers during First Review/ Second Review/Special Review.

2. With a view to ensuring greater uniformity, consistency and transparency in the empanelment process, the competent authority has decided that officers who wish to represent specific concern regarding their performance appraisal over the years which would be relevant for assessing their suitability for empanelment may be permitted to do so at the initial stage itself. This would include issues such as arbitrary downgradation of the overall grade, mismatch between grading and pen-picture, missing ACRs, assessments recorded for periods less than three months, assessments recorded long after due date etc.

3. In the light of the above, whenever any batch of officers is to be taken up for empanelment as Joint Secretary, the Cadre Controlling Authorities (CCAs) are expected to inform the officers about the ensuing empanelment process and representations received, if any, are to be sent to the Office of the Establishment Officer for placing them before the Experts Panel.

4. Accordingly, all the Cadre Controlling Authorities (CCAs) are requested to do the following:-

- (i) Inform the officers concerned about the above mentioned provision regarding filing of representation;
- (ii) Examine and take a view on the representations on merit where necessary; and
- (iii) Send such representations alongwith comments/decision of the CCA while submitting empanelment proposals to DOPT.



(M. Devaraj)
Director (SM)

All Cadre Controlling Authorities (CCAs)

Urgent/
Confidential

No. 12/29/2017-EO(SM-III)
Government of India
Department of Personnel & Training
[O/o Establishment Officer]
EO(SM-III) Section

North Block, New Delhi
dated 18th March, 2021

CORRIGENDUM

Sub: Seeking proposals upto 2001 batches officers of various participating services under Central Staffing Scheme for consideration of empanelment for holding the post of Joint Secretary or equivalent at the Centre-reg.

In modification of DoPT D.O. letter of even number dated 11th March, 2021(Copy enclosed for ready reference) on the subject mentioned above, the para two thereof, is to be read with following amendment:

For: "All officers in a batch who have got Senior Administrative Grade (SAG) in their respective cadres and have minimum 04 years of residual service as on 01.01.2018 are eligible for consideration"

Read: All officers in a batch who have got Senior Administrative Grade (SAG) in their respective cadres and have minimum 04 years of residual service as on 01.01.2021 are eligible for consideration.

2. Inconvenience caused is regretted.

Mukesh Kumar

(Mukesh Kumar)
Under Secretary to Government of India
Tele:23092757

To

All Secretary of the Department concerned.

All Cadre Controlling Authorities as per list attached.



to
~~DDG(A)~~

DDG(A)
23/3

DDG(A)
4/3/21

Dir(AS)

Dir(AS)

24/3/21
DDG(A)

25/3

DDG(A)

श्रीनिवासआर. कटिकिथाला , भा.प्र.से.
SRINIVAS R. KATIKITHALA, IAS
 स्थापना अधिकारी एवं अपर सचिव
 ESTABLISHMENT OFFICER &
 ADDITIONAL SECRETARY
 Tel.: 23092370, Fax : 23093142
 E-mail : eo@nic.in



भारत सरकार
 कार्मिक और प्रशिक्षण विभाग
 कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
 नॉर्थ ब्लॉक, नई दिल्ली-110001
 GOVERNMENT OF INDIA
 DEPARTMENT OF PERSONNEL & TRAINING
 MINISTRY OF PERSONNEL, PUBLIC
 GRIEVANCES AND PENSIONS
 Date: 10/03/2021
 NORTH BLOC, NEW DELHI-110001

D. O. No. 12/29/2017-EO(SM-III)

Dear Sir/Madam,

As you are aware empanelment is a pre-requisite for appointment of a member of All India Services/Central Group 'A' Services to the post of Joint Secretary/equivalent at the Centre under the Central Staffing Scheme. All Cadre Controlling Authorities (CCAs) are time and again requested to send proposals of their participating services under Central Staffing Scheme for Joint Secretary level empanelment.

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- As per the modified guidelines, the CCAs are required to inform and invite representations from the officers under consideration at the time of initial assessment of the batch. In this regard, the procedure was earlier informed to CCAs vide this Department's O.M. No. 12/3/2008-EO(SM-III) dated 20.01.2014.
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- Executive record sheets of the officers alongwith the latest posting details, contact numbers of Reporting/Reviewing/Accepting Authorities as well as senior/retired officers (SAG and above) of the respective services may also be provided in soft copy alongwith the proposal.

With regards,

Yours sincerely,

(Srinivas R. Katikithala)

To

All Secretary of the Department concerned
 All Cadre Controlling Authorities as per list attached.



o/c



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