

Most Immediate

No. 391-17/2016-STG-III
Government of India
Ministry of Communications & IT
Department of Telecommunications
Sanchar Bhawan, 20, Ashoka Road, New Delhi - 1
(STG-III Section)

Dated, 10th February, 2016

To

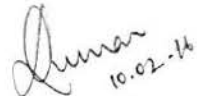
1. CMD, BSNL
2. CMD, MTNL
3. CMD, BBNL
4. Sr. DDG, TEC
5. DDG (TERM)/DDG (Security)

Subject: Drawing up panel for appointment at the level of Secretary and Additional Secretary in the Government of India.

I am directed to refer to the subject mentioned above and to forward herewith a copy of the D.O. letter No. 1/25/2015-CS (A) dated 31st December, 2015.

2. The applications, if any, received from the eligible officers complete in all respects may be forwarded to the undersigned positively by 19th February, 2016 along with their vigilance profile in the 12 point proforma duly filed and verified from their service book along with a certificate that the officer has submitted his Immovable Property Return for the year ending 2015 well on time.

Encl.: a/a


(Chandan Kumar)
Section Officer (STG-III)
Tele No. 23036876

Copy to:

Director (IT) with a request to upload the circular on the DoT website

Shri N K Sharma, Sr. POA, STG II Section for uploading the same on DoT website.

New

प्रदीप कुमार सिन्हा
PRAJEEP K. SINHA



मंत्रिमंडल सचिव
भारत सरकार
CABINET SECRETARY
GOVERNMENT OF INDIA

No.1/25/2015-CS(A)
31st December, 2015

Dear Secretary,

It is proposed to draw up panels of IPS, IFS and officers belonging to various Group A services for appointment at the level of Secretary and Additional Secretary 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 of Rs. 67,000-79,000/- (HAG) 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 in the pay band of PB-4 with grade pay of Rs. 10,000 (SAG) in the parent cadre or service.

2. In addition to the above, only those officers who meet the following criteria would be considered for empanelment:

- (i) Whose year of examination is not later than 1980 (i.e. 1981 batch) for Secretary level and 1983 (i.e. 1984 batch) for Additional Secretary level.
- (ii) At least 1 year residual service as on 01.01.2016.
- (iii) Experience of at least 3 years under the Central Staffing Scheme at the level of Deputy Secretary and above.
- (iv) Officer should have been empanelled as Additional Secretary (for Secretary level) and Joint Secretary (for Additional Secretary level).

The reference date for determining eligibility shall be 1st January, 2016.

Your recommendations in respect of eligible officers belonging to the Service(s) under your administrative control may please be sent to this Secretariat in the formats enclosed latest by 29th February, 2015 along with the following:

- i. A copy of the latest Civil List/ Seniority List;
- ii. CR dossiers of the officers recommended;
- iii. Vigilance clearance from the Central Vigilance Commission

With best wishes,

Yours Sincerely,

(P.K.Sinha)

915-R/MS
07/01/2016

Pl. discuss.

Sk
8/1/16.

Shri Rakesh Garg
Secretary,
Deptt. of Telecommunications

Dr. (S)

US (S&C)

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