

Reminder-II
Most Immediate

No. 13/7/2011-CS.II (B)
Government of India
Ministry of Personnel, Public Grievances & Pension
Department of Personnel & Training
3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110 003
Dated: the 22nd March, 2013

OFFICE MEMORANDUM

Subject: Lower Division Grade Limited Departmental Competitive Examination for Group 'C' Staff, 2013 (Grade Pay of Rs.1800) Regulations, 2010 -regarding.

The undersigned is directed to refer to this Department's O.M. of even number dated 12.12.2012 and subsequent reminder dated 18.03.2013 by which all the CSCS Cadre Units were requested to furnish the vacancy position for Lower Division Grade Limited Departmental Competitive Examination for Group 'C' Staff 2013, (Grade Pay of Rs.1800) to this Department in the prescribed proforma. The requisite information has not been received so far from majority of the Cadre Units.

2. All the defaulting CSCS Cadre Units (list attached) are once again requested to furnish the said vacancy position to this Department in the prescribed proforma **latest by 11.04.2013.**


(K. Suresh Kumar)

Under Secretary to the Govt. of India
Tel.24654020

To

1. Under Secretary (Admn.), M/o Civil Aviation, Rajiv Gandhi Bhavan, New Delhi.
2. Under Secretary (Admn.), M/o Coal, Shastri Bhavan, New Delhi.
3. Under Secretary (Admn.), Corporate Affairs, Shastri Bhavan, New Delhi.
4. Under Secretary (Admn.), D/o Consumer Affairs, Krishi Bhavan, New Delhi.
5. Under Secretary (Admn.), D/o Personnel & Training, North Block, New Delhi
6. Under Secretary (Admn.), D/o Food & Public Distribution, Krishi Bhavan, New Delhi.
7. Under Secretary (Admn.), M/o Information & Broadcasting, Shastri Bhavan, New Delhi.
8. Under Secretary (Admn.), D/o Legal Affairs, Shastri Bhavan, New Delhi.
9. Under Secretary (Admn.), M/o Minority Affairs, CGO Complex, Lodi Road, New Delhi.
10. Under Secretary (Admn.), Planning Commission, Yojana Bhavan, New Delhi.
11. Under Secretary (Admn.), M/o Power, Shram Shakti Bhavan, New Delhi.
12. Under Secretary (Admn.), M/o Rural Development, Krishi Bhavan, New Delhi.
13. Under Secretary (Admn.), D/o Science & Technology, Technology Bhavan, New Delhi.
14. Under Secretary (Admn.), D/o Secondary & Higher Education, Shastri Bhavan, New Delhi.
15. Under Secretary (Admn.), M/o Social Justice & Empowerment, Shastri Bhavan, New Delhi.
16. Under Secretary (Admn.), M/o Steel, Udyog Bhavan, New Delhi.
17. Under Secretary (Admn.), D/o Telecommunication, Sanchar Bhavan, New Delhi.
18. Under Secretary (Admn.), M/o Urban Development, Nirman Bhavan, New Delhi.

- (i) It is certified that approval of Additional Secretary/ Joint Secretary of Administration / Establishment has been taken for reporting above stated vacancy position.
- (ii) The information indicated in respect of number of vacancies for LDC for Hindi Medium LDC has been reported keeping in view the instructions issued by the Department of Official Language regarding percentage of Hindi Medium LDC.

Signature of Under Secretary (Admn.) alongwith official seal

Certificate of the Liaison Officer

Certified that I have checked up the relevant roster maintained by the cadre authority in respect of recruitment to the aforesaid cadre of the CSCS through the mode and for the quota (if any) as indicated above and find out the position regarding reservation of vacancies including carry forward reserved vacancies indicted above by the cadre authority is correct.

2. It is also certified that cadre authority has followed instructions for reporting vacancies for Physical Handicaps.

3. Instruction of O.M. No.36012/5/97-Estt.(Res)Vol.II dated 20th July 2000 regarding treatment of backlog vacancies reserved for SC and ST category and non-applicability of 50% ceiling has been strictly followed while reporting vacancies.

(Signature)

(Please put seal of Liaison Officer)

Note:

- (I) Any changes in vacancy position should immediately be brought to the notice of the CS Division, DOP&T.
- (II) The SC/ST vacancies in all cases of direct recruitment/promotion which have remained unfilled in earlier years are to be treated as distinct and separate group and will not be considered together with reserved vacancies of the year in which they being filled up the determining the 50% reservation for total number of vacancies for a year.[O.M. No.36012/5/97-Estt.(Res)Vol.II dated 20.07.2000]
- (III) There shall be a separate Roster for Departmental Examination Quota and Seniority Quota. The number of points in a Roster for a particular mode of recruitment shall be equal to the number of persons already in place recruited through that mode of recruitment plus the number of posts to be filled through that mode of recruitment in a particular Select List Year, Post Based Roster should be used to work out number of vacancies to be filled from different mode of recruitment i.e. Reservation Roster should not be mixed with the vacancy/Recruitment Roaster.