

No. 15/01/2022-CS.II(A)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
(CS.II Division)  
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3<sup>rd</sup> Floor, 'A' Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi  
Dated: 12<sup>th</sup> November, 2022

**OFFICE MEMORANDUM**

**Subject: 4<sup>th</sup> Cadre Review of the CSSS – Inviting proposals from the Ministries/ Departments - Regarding.**

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The undersigned is directed to refer to this Department's Order of even number dated 02.11.2022 vide which Committee was constituted for the 4<sup>th</sup> Cadre Review of the CSSS and to invite attention to the Terms of Reference mentioned in the said Order.

2. All the Ministries/ Departments of the Government of India are requested to assess their present Sanctioned Strength of officers of CSSS with reference to harmonizing their functional requirements, enhancing of effectiveness of service and capacity building and send fresh proposals for additional requirement of various grades of CSSS in the following format:

Name of the Cadre Unit:				
S.No.	Grade	Present Sanctioned Strength	Additional Requirement of posts	Justification
(i)	PSO			
(ii)	Sr. PPS			
(iii)	PPS			
(IV)	PS			
(V)	PA			
(VI)	Steno. D			

3. Further, all the cadre units of CSSS are also requested to furnish their views/ inputs/ recommendations on the domain/ subject under their control in consonance with the Terms of Reference stated in this Department's above said Order dated 2<sup>nd</sup> November 2022.

4. The above said information may kindly be furnished to this Department (CS.II Division) urgently, within 10 days from the date issue of this O.M., through email to [vinay.kumar.dopt@nic.in](mailto:vinay.kumar.dopt@nic.in) and cc to [niharika.banga@gov.in](mailto:niharika.banga@gov.in) and [rahul.811@gov.in](mailto:rahul.811@gov.in)

5. This may kindly be given priority.

  
(Vinay Kumar)  
12/11/22

Under Secretary to the Govt. of India  
Tel: 24654020

To (**through DoPT's website**):  
All Ministries/ Departments of the Govt.