

No. 5-1/71-DP(Apptt.)2025
Government of Himachal Pradesh
Department of Personnel (A-I)

From

The Secretary (Personnel) to the
Government of Himachal Pradesh.

To

All the IAS Officers (H.P. Cadre)

Dated: Shimla-2, the

9th July, 2025.

Subject:

Nomination of IAS Officers for appointment on deputation under central Staffing Scheme (CSS) and for the post of Chief Vigilance officers (CVOs).

Sir

I am directed to refer to the subject cited above and to say that Ms. Manisha Saxena, IAS, Establishment Officer & Additional Secretary to the Government of India, Department of Personnel & Training, vide her D.O. letter No. 32/2025-EO(MM.II), dated 17.12.2024, (copy enclosed.), has invited nominations of officers of the Indian Administrative Service for appointment on deputation to the posts under Central Staffing Scheme (CSS) and the posts of Chief Vigilance Officer (CVO) in Central Public Sector Enterprises (CPSEs) and other organizations.

The online application form for applying for the posts under CSS & CVOs is available on the website of the Government of India, Department of Personnel & Training i.e. <http://www.persmin.gov.in>. The Annexure-I of the form needs to be filled online by the officer. If you are interested to be considered for appointment on deputation to posts under the CSS and for the post(s) of CVO, you may apply for the same 'online' as per the guidelines prescribed by the Government of India, DoPT and send a hard copy of the same to this Department for validation/verification by the Nodal Officer obtaining approval of the competent authority.

Yours faithfully,

(D.C. Rana)

Special Secretary (Personnel) to the
Government of Himachal Pradesh

Email: persbr1-hp@nic.in

Ph. No. 0177-2621894

Endst. As above

Dated: Shimla-171002, the

9th July, 2025

Copy forwarded to the Establishment Officer, Government of India, Ministry of Personnel, PG& Pensions, Department of Personnel & Training, North Block, New Delhi-110001 w.r.t her D.O. letter referred above for information.

(D.C. Rana)

Special Secretary (Personnel) to the
Government of Himachal Pradesh



सत्यमेव जयते



Dairy No. 2599610
Date. 02/7/2025
Department of Personnel (A-I)

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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
NORTH BLOCK, NEW DELHI-110001

Dated, the 19 June, 2025

D.O. No. 32/2025-EO(MM-II)

Dear Sir/Madam,

Please refer to this Department's D.O. letter of even number and No. 33/2025-EO(MM-II) both dated 17.12.2024 (copies enclosed) inviting nominations of officers for deputation to the posts under Central Staffing Scheme(CSS) and for the posts of Chief Vigilance Officers(CVOs) in Central Public Sector Enterprises (CPSEs) as well as in other organizations under central Ministries/Departments for the year 2025.

2. Forwarding the nominations of suitable and eligible officers by the Ministries/Departments/Cadre Controlling Authorities in an optimal number for considering their appointments under the Central Staffing Scheme is the essence of this scheme as this would enable all such officers to add the experience of the functioning of the Central Government in their official and professional journey and the Central Government would also be benefitted with the domain knowledge, innovative skills and experience of these officers. It is, therefore, requested that a considerable number of officers may kindly be recommended for appointment at DS/Director/JS level under the Central Staffing Scheme.

3. While forwarding the applications for Central Deputation under CSS-2025, it may be ensured that the names of only those officers belonging to services participating under Central Staffing Scheme are forwarded who are likely to remain available under the Central Staffing Scheme for full tenure.

Yours faithfully,

(Annies Kanmani Joy)

Deputy Secretary to the Government of India

1. The Chief Secretaries of the State Governments.
2. The Secretaries of Ministries/ Departments who are Cadre Controlling Authority i.r.o. participating services under Central Staffing Scheme (As per list attached).
3. Chairperson & Chief Executive Officer,
Railway Board, (In r/o Indian Railways Services officers)
Ministry of Railways,
Rail Bhavan, New Delhi.
4. Deputy Comptroller & Auditor General of India,
O/o the C&AG of India, (In r/o IA&AS officers)
9, Deen Dayal Upadhyaya Marg,

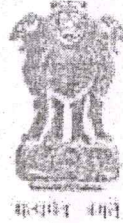
Copy to:

- 1) NIC, DoP&T, with a request to upload this circular on the Department's website under: "Online Services-Central Staffing and CVO".

सूचना का
अधिकार

<http://dopt.gov.in>

मनीषा सक्सेना, भा.प्र.सो.
Manisha Saxena, IAS
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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
NORTH BLOCK, NEW DELHI-110001

D.O. No. 32/2025-EO(MM.II)

Dated: 17th December, 2024

Dear Sir / Ma'am,

I am writing to invite nominations of officers for appointment on deputation to the posts under Central Staffing Scheme (CSS) and for the posts of Chief Vigilance Officers (CVOs) in Central Public Sector Enterprises (CPSEs) and other organizations under various Ministries/Departments. The detailed guidelines to this effect are given in *Appendix-I* and *Appendix-II*, respectively. The details of stations where posts of CVOs are located are indicated at *Appendix-III*.

2. As you are aware, nominations for both CSS and CVO posts have been invited through a single interface on DoPT's website, this form also gives option to officers to opt for being considered for the Non-CSS posts (i.e. posts in PSU/Autonomous Body/Registered Society/Statutory Body etc.) for which vacancies are available from time to time.

3. The qualifying service for empanelment of IAS officers to Joint Secretary level posts at the Centre is now 16 years aligning it with the period prescribed for grant of Super Time Scale by the Government of India's Decision (DoPT letter No. 20011/4/92-AIS II dated 28th March 2000) under Rule 3 of the IAS (Pay) Rules, 1954. Moreover, having regard to the need for creating a strong cadre of professionally trained corps of officers, with experience at the Centre and the State, it was decided that not less than two years experience at Deputy Secretary/Director level under the Central Staffing Scheme shall be mandatory for empanelment at Joint Secretary level at the Centre in respect of IAS officers from 2007 batch onwards.

4. The online application form is available on the Ministry's website, <http://www.persmin.gov.in> and the format of the same is enclosed. Annexure-I of the form along with photograph needs to be filled online by the officer. Annexure II, III and IV have to be filled online by the Nodal Officer designated for this purpose by the Cadre Controlling Authority (CCA) and forwarded online to DoPT. The officers can apply as per their choice and eligibility either for the posts under CSS or for that of CVOs or both. I would request that the guidelines brought out in Appendix I and II are strictly adhered to while forwarding the applications of officers.

5. Further, I would also like to draw your kind attention to the Central Deputation Reserve (CDR) data for IAS officers which determines the extent to which officers could be sent on deputation to the Government of India. Proper cadre management requires an adequate number of the officers to be deputed to the Centre under the Central Staffing

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Scheme. You would also agree that the movement of the officers from the States to the Centre and back is crucial for building up the capabilities at the State level and contributing towards developing State perspectives in the Government of India or National perspective in the State at the decision-making levels. This will also ensure that every eligible officer has an opportunity to serve at the Centre at least once at the middle management level. Further, it is requested to ensure that an officer, once placed on the offer list, continues to be available for consideration throughout the year.

6. It is observed that the applications of officers, who have applied for the posts under CSS or that of CVOs or both, are often forwarded for some other posts without consulting the office of the Establishment Officer. It is, therefore, requested that the names of officers forwarded for consideration for the above posts, may not be recommended for other posts without consulting this Division.

7. The Government of India has been following a policy of debarring an officer for five years, if, he/she fails to join the Central deputation under Central Staffing Scheme or as CVO either on personal grounds or the refusal of the Cadre to relieve him. It may be noted that withdrawal of the name of an officer after a panel has been recommended by the Civil Services Board results in debarment for five years. As per instructions contained in letter No. 14/1/98-FA(UN), dated 26.2.1998 and No.1/1/2003-FAS, dated 8.5.2003 of the Department of Personnel and Training, an officer who is debarred from being taken on deputation to a post under the Central Staffing Scheme is also to be debarred from being given Cadre Clearance for foreign assignments/consultancies abroad during the period of debarment. Therefore, nomination of officers debarred from central deputation should not be forwarded for appointment to above posts till the period of debarment is over.

8. I would request you to also take note of the following points, while forwarding the names of officers for appointment, under the Central Staffing Scheme or for the post of Chief Vigilance Officers (CVOs):

- i. Sufficient names of women and SC and ST Officers may be sponsored so that adequate representation can be provided to them.
- ii. Officers whose names are offered should have completed the prescribed 'Cooling Off' period.
- iii. The APARs completed upto 31.03.2024 must be uploaded online in Annexure-IV as it will be difficult to consider the names of officers with incomplete APARs.
- iv. The periods for which APARs are not available may clearly be pointed out. The reasons for non-availability of APARs or NRC for these periods may invariably be provided.
- v. The posting details should be complete from date of joining of service to till date.
- vi. The earlier deputations or debarment period may be clearly specified in Annexure III of the application.
- vii. Details of any inquiry/complaints/proceedings which may affect the vigilance status of the applicant may also be forwarded.
- viii. If an officer is currently working on any deputation (i.e., Ex-Cadre, Non-CSS, Inter-Cadre deputation etc.), 'NOC' of that Ministry/Department/State Government etc, where the officer is on deputation, may also be provided.

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9. Only those applications that have been validated electronically by the Nodal Officers will be accepted. All the Nodal Officers may be requested to ensure that details in Annexure-I to IV are duly filled in, complete and correct (up to date) in all respects. In case of change of the existing Nodal Officer, details along with e-mail I.D. of the Nodal Officer may be intimated to this Office and the same must be uploaded online in SUPREMO in the prescribed format.

10. The officer shall also be required to indicate choice of location(s) only (not CPSEs/Organizations) for CVO and choice of location(s) along with three indicative preferences for Departments/Ministries for CSS, while sending their applications. Even though officers are required to indicate their preference of station(s)/location(s) of posting, the Government reserves the right to take the final decision in the matter. Further, the actual appointments will be subject to availability of posts at various locations and the suitability of officers for the posts.

11. The extant guidelines relating to the CSS permit officers in the higher pay scale in their parent cadres to come on deputation under CSS in lower pay scale. Extant Rules and guidelines regarding fixation of pay under Central Staffing Scheme would apply. Officers appointed at Deputy Secretary level may get the benefit of pay fixation at higher level on grant of Level 13 or Grade Pay of Rs. 8700/- in their respective parent cadres and may be re-designated as Director on completing 14 years of service.

12. It is requested that names of only those officers should be forwarded who are not likely to be recalled on ground of availing promotion in the cadre for at least 2 years.

13. The names of officers nominated for Joint Secretary level for CSS may kindly be sent to Director (SM) and those for CVOs (Joint Secretary/Director/Deputy Secretary level) and Deputy Secretary/Director level under CSS may be sent to Deputy Secretary (MM). I would request you to forward the names keeping in view the above mentioned requirements by 31st January, 2025. Given the procedural delays in receiving offers from the CCAs and consequential time taken in finalizing the 'Offer List' for the year 2025, we presume your concurrence in operating the 'Offer List' of 2024 till 31.03.2025.

With warm regards,

Yours sincerely,

(Signature)
15.12.2024

(Manisha Saxena)

1. The Chief Secretaries of All the State Governments.
2. Shri Govind Mohan,
Home Secretary,
Ministry of Home Affairs (in respect of IAS officers of AGMUT Cadre)
North Block, New Delhi.

Copy to:-

NIC, DoP&T, with a request to upload this circular on the Department's website under:
"Online Services- Central Staffing Scheme and CVO".