

URGENT
RTI MATTER

No.I-11001/04/2016-AdmnII
Government of India
Ministry of Communication & IT
Department of Telecom
Sanchar Bhawan, 20, Ashoka Road
New Delhi-110001

Dated/18 Jan 2016

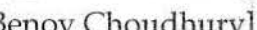
To
Ms M Anand,
D26, Anand Niketan,
New Delhi- 110021

Sub: Application dated 23.11.2015 (received on 07.01.2016) of Ms. M Anand seeking information under RTI Act, 2005.

Sir,

I am to refer to your application cited above and to state that Steno, PA, PS, PPS etc are provided to Vigilance Division as per the entitlement of the officers. A copy of the Order of entitlement of personal staff is attached.

2. Shri Amit Yadav, Joint Secretary (Admn.) Department of Telecom, Sanchar Bhawan, 20, Ashoka Road, New Delhi is the Appellate Authority.


[Benoy Choudhury]
Deputy Secretary to the Govt. of India & CPIO
Tele: 2303 6554


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No.10/3/2004-CS.II (Pt. VII)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

Lok Nayak Bhavan, Khan Market, New Delhi

Dated the 28th October, 2005

OFFICE MEMORANDUM

Subject: - Cadre Structure of Central Secretariat Stenographers' Service (CSSS) – Scale of personal staff of Secretaries/Special Secretaries, Additional Secretaries, Joint Secretaries etc.

The undersigned is directed to say that the Government had set up a 'Group of Officers' on Cadre Structure of Central Secretariat Stenographers' Service (CSSS), which submitted its report in February, 2004. The recommendations of the 'Group of Officers' were considered by the Government and it has, inter alia, been decided to revise the entitlement of various categories of officers, to whom secretarial/stenographic assistance is provided from CSSS, as indicated below: -

Sl. No.	Category of Officers	Category of Staff	No.	
1.	Secretary/Special Secretary/ Additional Secretary to Govt. of India and officers of equivalent rank working in the Ministries/ Departments of Govt. of India	(i) Sr. Principal Private Secretary (Sr. PPS) (Rs.12000-16500); or Principal Private Secretary (PPS) (Rs.10000-15200); and	01	
		(ii) Steno. Grade 'C' (PA) of CSSS (Rs.5500- 9000)	01	
2.	Joint Secretary to Govt. of India and Officers of equivalent rank working in the Ministries/Departments of Govt. of India	Steno. Grade 'A' & 'B' (Merged) (PS) (Rs.6500-10500)	01	
3.	Director/Deputy Secretary & officers of equivalent rank:-	(i) working in the Ministries/ Departments of Govt. of India	Steno. Grade 'A' & 'B' (Merged) (PS) (Rs.6500-10500)	01
		(ii) working in other participating attached offices of CSSS	Steno. Gr. 'C' (PA) (Rs.5500-9000)	01
4.	Under Secretary & Officers of equivalent rank	(i) working in the Ministries/ Departments of Govt. of India	Stenographer Grade 'C' (PA) of CSSS (Rs.5500-9000)	01
		(ii) working in other participating/ attached offices (of CSSS)	Steno. Gr. 'C' (PA) (Rs. 5500-9000)	01 each for two officers,

		Steno.Gr. 'D' (Rs.4000-6000)	01 for each officer
5.	Desk Officer	Stenographer Grade 'D' of CSSS (Rs.4000-6000)	01
6.	Section Officer	Stenographer Grade 'D' of CSSS (Rs.4000-6000)	As prescribed in MHA O.M. No. 14/1/66-CS-II dt. 23.4.66 (copy attached)

2. The above norms laying down the level of secretarial/stenographic assistance admissible to Officers may be operated flexibly as per the administrative exigencies by making suitable adjustments by the Ministries/Departments within the refixed strength of different grades of the Central Secretariat Stenographers' Service (CSSS).

Encl. As above.

(G.S. PUNDIR)
Under Secretary to Govt. of India
Tele. No. 24623157

To

All CSSS cadre authorities