

(E- 12893)

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भारत सरकार / Government of India

वित्त मंत्रालय / Ministry of Finance

व्यय विभाग / Department of Expenditure

भारत के महालेखा नियंत्रक / Controller General of Accounts of India

(HR-4 अनुभाग / Section)

महालेखा नियंत्रक भवन / Mahalekha Niyantarak Bhawan

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दिनांक मार्च, 2026

Dated, the 23rd March, 2026

Office Memorandum No. 32/26

Subject:- Promotion of Stenographer Grade-I (Pay Level 6) to the post of Private Secretary (Pay Level 7).

In accordance with Central Civil Accounts Service (Private Secretary) Group 'B' post, Recruitment Rules 2023, the following Stenographer Grade-I (Pay Level 6), has been approved for promotion as Private Secretary (Pay Level 7) and allocated in the Departmentalized Accounts Office as under:-

S. No.	Name	Present Ministry	Ministry allocated on promotion	Remarks
(1)	(2)	(3)	(4)	(5)
1.	Shri Sanjeev Kumar Singh	Civil Aviation	Environment & Forest	Vacancy due to promotion of Ms. Rajinder Kaur Sharma, PS on or after 01.04.2026.

2. The appointment on promotion shall be governed by the CCAS (Private Secretary) Recruitment Rules, 2023 and other rules and orders issued from time to time by the Government of India and the Controller General of Accounts of India as are applicable to the post of Sr. Private Secretary.

3. The O/o Pr. CCA, M/o Environment & Forest may issue the order for promotion of the above official, as Private Secretary, after satisfying that none of the circumstances for adoption of sealed cover procedure as laid down in the DoP&T OM No. 22011/4/91/Estt.(A) dated 14.09.1992 or in any subsequent instructions of the Government of India exist and ensuring that the official is not undergoing any penalty under CCS (CCA) Rules, 1965 incorporating the terms and conditions in Para 2 above with a copy to this office.

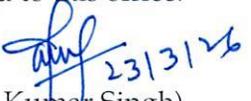
4. The Departmentalized Accounts Office issuing the promotion order may also inform the above official that he can be debarred from promotion as per DoP&T orders, if declines to accept the promotion and thereby lose inter-se-seniority.

5. Further, refusal by the individual to accept the promotion will be subject to acceptance by this office.

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6. The date of taking over as Private Secretary by the official may be intimated to this office.


(Nirbhay Kumar Singh)
Sr. Accounts Officer

To,

1. The CFC, M/o Civil Aviation, New Delhi.
2. The CCA, M/o Environment & Forest, New Delhi.
3. The Sr. AO, IT Division to upload the Office Order on CGA's website.