

No. 11002/1/2020-NGE-CGA/511
GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
CONTROLLER GENERAL OF ACCOUNTS
MAHALEKHA NIYANTRAK BHAWAN
E-BLOCK, GPO COMPLEX, INA
NEW DELHI-110023

Dated: 16 Dec, 2024

OFFICE ORDER

Subject: Promotion of Stenographer Grade-I (Pay Level 6) as 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	Ministry presently working	Ministry allocated on promotion	Remarks
1.	Ms. Hema Veeraghavan	CBIC, Chennai	MEA, Delhi	Against Vacancy caused due to forego of promotion by Sh. D. Rakshit, Steno-I.

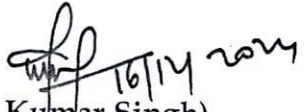
2. The appointment on promotion will be subject to the following terms and conditions:

- (i) It will be in an officiating capacity.
- (ii) The appointment will be without prejudice to the claim of her seniors entitled to receive prior appointment.
- (iii) The placement of the official for appointment in the above Ministry/ Department is provisional and may be changed, if necessary.

3. The CCA, MEA may issue orders for promotion of the concerned Stenographer Grade-I 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 officials are 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 promotion orders may also bring into the notice of the concerned official that she can be debarred for consideration of promotion for one year as per DoP&T orders if declines to accept this promotion and thereby loose inter-se-seniority.

5. Refusal by individual to accept promotion will be subject to acceptance by this office.
6. The date of assumption of charge as Private Secretary by the official may be informed to this office.


(Nirbhay Kumar Singh)
Sr. Accounts Officer (HR-4)

To,

1. The Pr. Chief Controller of Accounts, M/o CBIC, New Delhi.
2. The Pr. Chief Controller of Accounts, M/o MEA, New Delhi.
3. Sr. AO, IT Division to upload the office order on CGA's website.