

F.No. NGE-11006/1/2024-NGE-CGA/457

**Government of India
Ministry of Finance
Department of Expenditure
Controller General of Accounts
(HR-4 Section)**

**Mahalekha Niyantak Bhawan
GPO Complex, Block-E, INA
New Delhi - 110023
Email ID:- hr4section-cga@gov.in**

Dated, the 13th November, 2024

Office Memorandum No. 125/24

Subject:- Promotion of Multi-tasking Staff to the post of Lower Division Clerk on seniority-cum-fitness basis (5% quota) for the Vacancy Year 2025 - regarding.

I am directed to invite reference to the provisions contained in Rule 5(2) of Central Civil Accounts Service (Lower Division Clerk Group 'C' post) Recruitment Rules, 2010 for promotion of Multi-tasking Staff as Lower Division Clerk on seniority-cum-fitness basis, for the vacancy year 2025.

2. Vide this office's O.M. of even No. (302) dated 22.08.2024, the Ministries/Departments were requested to furnish information regarding vacancy position of Lower Division Clerk under seniority quota (5% quota) for the vacancy year 2025 and a copy of Departmental Gradation List of Multi-tasking Staff i.e. feeder grade post, prepared and maintained by the respective Ministry/Department. On the basis of information received from Ministries/Departments, a list of MTS is prepared and attached as per Annexure-A containing names of MTS in order of their seniority in the combined seniority list prepared in this office for the sole purpose of governing promotion of MTS as LDC on seniority basis as per Rule 5 of recruitment rules of the post of LDC for the vacancy year 2025, for conducting DPC.

3. In this regard, it is requested to hold meeting of DPC by the respective Offices in respect of these officials as mentioned in list at Annexure-A, and their seniors, if any, subject to (i) their fulfilling eligibility conditions as per recruitment rules of post of LDC as on 01.01.2025 i.e. the crucial date of eligibility as per DoP&T O.M. No. 22011/4/2013-Estt(D) dated 8th May, 2017 and (ii) availability of vacancies for the vacancy year 2025 as reported by Ministries/Departments.

4. If any official(s) mentioned in List at Annexure 'A' found 'unfit' or deferred on previous occasion, may also be considered afresh by the DPC for the vacancy year 2025. The cases, if any, in which the promotion was not accepted by the official and consequently debarred for promotion for one year, the DPC may consider such cases afresh for the vacancy year 2025 on completion of debarment period in terms of DoP&T OM No. 22011/18/87-Estt (D) dated 09/04/1996, wherever applicable. The name of eligible officials may be considered and placed in the select list in order of their inter-se-seniority in the Gradation List prepared and maintained by the respective Departmentalized Accounting Office, for forwarding to this office in terms of relevant Rule of RRs of the post.

5. The following information may, therefore, be forwarded to this office:-

5.1 A "Select List" of officials mentioned in List at Annexure 'A', who were considered and found 'FIT' and recommended by respective DPC for promotion as LDC on seniority-cum-fitness basis (under 5% quota) or declared 'UNFIT'/'DEFERRED', containing details of officials in prescribed proforma enclosed herewith at Annexure-'B', duly signed by the Sr.AO/ACA/Dy.CA/CA/CCA; and

5.2 A copy of DPC minutes.

The above requisite information shall reach to this office by 29th November, 2024 positively.

Encl.: As above.


(Nirbhay Kumar Singh)
Sr. Accounts Officer

To


The Pr. CCAs/CCAs/CAs (I/c) Ministries/Departments

1. Agriculture
2. CBDT
3. CBIC
4. Consumer Affairs, Food & P. D.
5. Finance
6. Food Processing Industries
7. Home Affairs
8. Industry
9. Information & Broadcasting
10. INGAF
11. Jal Shakti
12. Labour & Employment
13. Law & Justice
14. Mines
15. P.P.G.&P.
16. Planning, Statistics & P.I.
17. Science & Technology

Copy to:-

The Sr.AO, ITD Section with the request to upload this O.M. on website of the CGA.

Sl.No.	Name of the Official (S/Shri/Smt./Ms.)	Cat.	Ministry / Department
1.	Abdul Hanan	UR	CBDT
2.	Sudesh Massy	UR	CBDT
3.	Ram Meher	SC	CBDT
4.	Sant Lal	SC	Law & Justice
5.	Kartik Sha	UR	Planning, Statistics & P.I.
6.	Subhash Chand	UR	Law & Justice
7.	Jaipal Singh	SC	Industry
8.	Girdhari Shah	ST	Consumer Affairs, Food & P. D.
9.	Rajesh	SC	Home Affairs
10.	Jaiveer Singh	UR	Home Affairs
11.	S. Ranjan	SC	Consumer Affairs, Food & P. D.
12.	Om Prakash Paswan	SC	Industry
13.	Daulat Ram	SC	Jal Shakti
14.	Rajeshwar	SC	Planning, Statistics & P.I.
15.	Goutam Hela	SC	Mines
16.	Basudev Mehto	ST	Finance
17.	Umesh Manjhi	ST	Science & Technology
18.	Vinod Kumar	SC	Agriculture
19.	Umesh Chandra Jena	UR	Information & Broadcasting
20.	Joginder Kumar	SC	INGAF
21.	Om Prakash Mourya	SC	Science & Technology
22.	Mukesh D. Tarale	OBC	Planning, Statistics & P.I.
23.	S. Shiva Kumar	SC	Mines
24.	Babu Ram Mehto	ST	Labour & Employment
25.	Jagdish	SC	Jal Shakti
26.	Jadunath Dalabehera	ST	CBIC
27.	Vinod Kumar	UR	Food Processing Industries
28.	Rishi Prakash	SC	P.P.G.&P.
29.	Amit Kumar Marick	UR	Mines


13/11/2024

SELECT LIST OF MTS FOR PROMOTION AS LDC (ON SENIORITY BASIS - 5% QUOTA) FOR THE VACANCY YEAR 2025 (01.01.2025 to 31.12.2025)

NAME OF MINISTRY/DEPARTMENT _____

1. List of MTS(s) found "FIT" by the DPC for promotion to the post of LDC

S.No.	Name of the official (See (*) Note Below)	Sr.No. of the official in Departmental Gradation List maintained by the Ministry / Department	Date of Birth (dd/mm/yyyy)	Category (#)	Date & Post of initial appointment in Govt. Service (dd/mm/yyyy, Post)	Date of appointment as MTS in CCAS (dd/mm/yyyy)	Mode of Appointment (DR/ Promotion/ Exam./ Compassionate Ground)	SSC Rank & Year of Exam., if appointed as MTS on DR basis	Date of clearance of Probation Period (dd/mm/yyyy)	Date from which found 'FIT' for promotion	STATION of present posting	STATION preference (All 3 preferences to be filled, in order of priority)
1	2	3	4	5	6	7	8	9	10	11	12	13
												1)
												2)
												3)
												1)
												2)
												3)
												1)
												2)
												3)

Note:- (*) The information in respect of MTS is to be furnished in order of seniority as appearing in the Departmental Gradation List maintained by the respective Departmentalized Accounts Office in Ministry/ Department.
 (#) PH/PwBD may also be indicated.

2. List of MTS(s) found "UNFIT"/"DEFERRED" by the DPC for promotion to the post of LDC

S. No.	Name of the official	Date of Birth (dd/mm/yyyy)	Cat.	Date & Post of initial appointment in Govt. Service (dd/mm/yyyy, Post)	Date of appointment as MTS in CCAS (dd/mm/ yyyy)	Mode of Appointment (DR/ Promotion/ Exam/ Compassionate Ground)	SSC Rank & Year of Exam., if appointed as MTS on DR basis	Date of clearance of Probation Period (dd/mm/yyyy)	Whether considered by the DPC or Not	Whether recommended by the DPC as "UNFIT" or "Deferred"	Reason(s) for "UNFIT"/ Deferment
1	2	3	4	5	6	7	8	9	10	11	12

It is certified that (i) the information furnished above has been duly verified from the relevant records viz. service record, gradation list maintained in this office and found in order and (ii) the reservation policies including maintenance & updation of reservation rosters have been followed in this office as per existing instructions of the Govt. of India/DoPT on the subject matter.