

No. A-23023/1/2010/MF.CGA(A)/NGE/GL-Stenos/17

**GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
CONTROLLER GENERAL OF ACCOUNTS
LOK NAYAK BHAWAN, KHAN MARKET
New Delhi**

Dated: 28th June, 2016

OFFICE MEMORANDUM

Subject: Gradation List of Senior Private Secretaries, Private Secretaries and Stenographers Grade I and II.

The Gradation List of Senior Private Secretaries, Private Secretaries and Stenographers Grade I and III as on 01.04.2016 have been uploaded at CGA's website viz. www.cga.nic.in.

This may be given wide publicity amongst the Senior Private Secretaries, Private Secretaries and Stenographers Grade I and III and discrepancies/representations, if any, may please be forwarded to this office.

The Ministry/Station wise sanctioned strength of Senior Private Secretaries, Private Secretaries and Stenographers Grade I and III as on 01.04.2016 have also been uploaded at CGA's website viz. www.cga.nic.in.

The stationwise sanctioned strength of Senior Private Secretaries, Private Secretaries and Stenographers Grade I and III in respect of your Ministry may also please be verified from your records and discrepancies, if any, may please be intimated to this office.

In addition to this Pr. CCA/CCA/CAs are also requested to verify the relevant details in respect of the incumbents posted in their respective offices and intimate the discrepancy, if any or joining etc. to this office immediately for carrying out corrections in the Gradation List. It has also been observed that the date of joining of several officers, where the respective column of the Gradation List has been left blank, have not been intimated to this office, the same may also please be intimated urgently.


(Anuj Avinashi)
Sr. Accounts Officer

All Pr. CCAs/CCAs/CAs

ITD SECTION



**GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE**

*Controller General of Accounts
New Delhi*

**GRADATION LIST
OF
Sr. P.S., P.S., Stenographer Gr. I & III
As on 01.04.2016**

(Nothing in this list is to be taken as conveying and sanction of authority)

GRADATION LIST OF SENIOR PRIVATE SECRETARY IN THE PAY SCALE OF Rs. 9300-34800 GRADE PAY OF Rs. 4800 and Rs. 5400 after completion of 4 years

Sl. No.	Name	Date of Birth	Date of entry in Govt. Service	Date of apptt. as Steno Gr. III	Date of apptt. as Steno Gr. II	Date of apptt. as Steno Gr. I	Date of apptt. as PS	Date of apptt. as Sr. PS	Min./ Deptt./ Station	Since when	Remarks
1	Ms. Shakuntala Chopra	07.07.1956	30.10.1976	30.10.1976	19.05.1987	29.10.1992	20.05.1994	20.06.2012	CGA Sectt., Delhi	20.06.2012	
2	Ms. Usha Peswani	15.11.1958	29.11.1977	29.11.1977	15.06.1987	30.09.1992	31.01.1994	12.05.2013	CBEC, Delhi	12.05.2013	
3	Ms. Sadhana Kumar	19.07.1960	07.02.1983	07.02.1983	01.07.1987	11.01.1995	12.08.2002	03.08.2015	CBDT, Delhi	12.04.2016	
4	Ms. Krishna Sankrityayan	24.02.1960	01.05.1982	01.05.1982	31.10.1988	30.11.1994	17.03.2003	07.04.2016	MEA, Delhi	07.04.2016	
5	Shri Sanjay Kumar (SC)	20.10.1965	09.10.1989	09.10.1989	31.12.1997	16.10.2001	20.06.2005	22.04.2016	SRTH, Delhi	19.06.2005	

GRADATION LIST OF PRIVATE SECRETARY IN THE PAY SCALE OF RS. 9300-34800 GRADE PAY Rs. 4600

Sl. No	Name	Date of Birth	DOE in Govt. Service	Date of apptt. as Steno Gr. III	Date of apptt. as Steno Gr. II	Date of apptt. as Steno Gr. I	Date of apptt. as PS	Min./ Deptt.	Station	Since when	Remarks
1	Shri P.K. Kaimal	31.05.1959	09.10.1985	09.10.1985	20.06.1990	11.02.1999	17.08.2007	CGA Sectt /Delhi	Delhi	27.04.2016	As ad-hoc Sr.PS wef 27.04.16
2	Ms. Kanta Gandhi	03.02.1962	15.01.1988	15.01.1988	27.02.1992	30.06.2000	12.02.2010	Supply	Delhi	12.02.2010	
3	Shri Gurmail Singh	16.03.1966	27.10.1988	27.10.1988	10.07.1992	19.06.2000	06.04.2010	PFMS	Delhi	06.04.2010	
4	Ms. Lalita Sharma	17.11.1964	06.11.1986	06.11.1986	04.12.1995	04.07.2001	20.04.2010	PFMS	Delhi	20.04.2010	
5	Ms. Rita Chugh	10.02.1966	19.10.1987	19.10.1987	18.01.1995	09.07.2001	01.04.2010	Law	Delhi	01.04.2010	
6	Ms. Deepa Manku	30.03.1967	24.10.1988	24.10.1988	30.11.1995	17.09.2001	26.07.2010	Mines	Delhi	24.06.2016	
7	Ms. Renu Khanna	15.03.1965	27.10.1988	27.10.1988	01.12.1995	04.09.2001	23.06.2010	HOME	Delhi	23.06.2010	
8	Ms. Shashi Arora	07.03.1965	15.11.1988	15.11.1988	25.06.1998	01.04.2002	28.07.2010	HRD	Delhi	07.06.2016	
9	Shri Naval Kishore	26.07.1963	10.02.1989	10.02.1989	30.09.1998	01.04.2002	12.08.2010	CPAO	Delhi	08.06.2016	
10	Ms. Sheela Balachandran	30.07.1965	17.11.1988	17.11.1988	31.05.1999	09.06.2003	07.09.2010	PFMS	Delhi	07.09.2010	
11	Ms. Archana Atwal	25.12.1968	17.11.1988	17.11.1988	11.06.1999	29.04.2003	02.11.2010	Industry	Delhi	02.11.2010	
12	Ms. Anu Mehta	04.09.1967	29.03.1989	29.03.1989	14.12.1999	10.04.2003	25.06.2012	Finance	Delhi	25.06.2012	
13	Ms. Shakti Bala	23.12.1965	01.09.1989	01.09.1989	18.11.1999	07.04.2003	14.06.2012	PFMS	Delhi	19.07.2012	
14	Shri Navneet Wadhera	02.12.1968	25.09.1992	25.09.1992	11.11.1999	26.04.2004	29.08.2012	PFMS	Delhi	06.06.2016	
15	Ms. Anu Mutreja	28.08.1967	29.03.1989	29.03.1989	02.12.1999	01.01.2006	31.08.2012	UD	Delhi	02.04.2012	
16	Ms. Poonam Rani	08.08.1970	22.02.1993	22.02.1993	28.12.1999	01.01.2006	29.10.2012	CBDT	Delhi	29.10.2012	
17	Ms. Anju Arora	01.07.1970	18.10.1993	18.10.1993	18.11.1999	01.01.2006	31.07.2014	Commerce	Delhi	31.07.2014	
18	Shri Vijay Mohan Bhatt	17.06.1973	14.12.1993	14.12.1993	27.10.1999	01.01.2006	17.07.2014	CBDT	Delhi	17.07.2014	
19	Ms. Rajinder Kaur Sharma	06.09.1969	13.09.1994	13.09.1994	15.12.2000	01.01.2006	16.09.2014	HOME	Delhi	16.09.2014	
20	Shri Deepak Arora	17.12.1974	15.02.1996	15.02.1996	21.08.2001	01.01.2006	09.09.2015	CAPD	Delhi	24.06.2016	
21	Shri Dinesh Singh Rawat	10.07.1972	04.06.1998	04.06.1998	22.07.2003	01.01.2006	07.12.2015	Health	Delhi	07.12.2015	
22	Shri T.R. Sharma	23.05.1956	25.10.1979	25.10.1979	27.08.2003	01.01.2006	18.12.2015	I & B	Delhi	18.12.2015	
23	Ms. Shashi Bhasin	01.07.1956	20.11.1980	20.11.1980	27.08.2003	01.01.2006	12.05.2016	Agriculture	Delhi	12.05.2016	

GRADATION LIST OF STENOGRAPHER GRADE I/II (now merged) IN THE PAY SCALE OF RS. 9300-34800 GRADE PAY Rs. 4200

Sl. No	Name	Date of Birth	Date of entry in Govt. Service	Date of apptt. as Steno Gr. III	Date of apptt. as Steno Gr. II	Date of apptt. as Steno Gr. I	Min./ Deptt.	Station	Since when	Remarks
1	Shri R. Sridhar	19.11.1958	30.07.1982	30.07.1982	02.12.1999	17.06.2003	UD	Chennai	02.12.1999	Debarred wef 29.07.2015
2	Shri Debashish Sadhukan	07.06.1962	10.03.1987	10.03.1987	27.10.1999	29.04.2003	CBDT	Kolkata	29.04.2003	Debarred wef 29.07.2015
3	Shri Santosh Chandra Sharma	06.10.1961	08.07.1987	08.07.1987	07.01.2000	19.09.2003	Mines	Kolkata	19.09.2003	Debarred wef 01.09.2015
4	Ms. Kaberi Putatunda	19.06.1957	15.12.1982	15.12.1982	27.08.2003	01.01.2006	Law & CA	Kolkata	27.08.2003	Debarred wef 29.04.2016
5	Ms. S.N. Joshi	15.09.1960	09.06.1983	09.06.1983	27.08.2003	01.01.2006	Law & CA	Mumbai	27.08.2003	
6	Ms. Madhulika Sharma	06.04.1960	08.07.1983	08.07.1983	27.08.2003	01.01.2006	PPG&P	Delhi	14.09.2015	
7	Ms. S. Vasudevan	26.05.1960	08.12.1983	08.12.1983	27.08.2003	01.01.2006	UD	Mumbai	27.08.2003	
8	Ms. Sunita Gulati	18.08.1964	28.07.1985	28.07.1985	27.08.2003	01.01.2006	Home	Delhi		
9	Shri D. Rakshit	16.01.1968	01.07.1987	01.07.1987	27.08.2003	01.01.2006	UD	Kolkata	27.08.2003	
10	Ms. Sujatha Venugopalan	07.04.1962	16.10.1987	16.10.1987	27.08.2003	01.01.2006	UD	Mumbai	27.08.2003	
11	Ms. Sushma Rani	14.04.1962	08.03.1988	08.03.1988	27.08.2003	01.01.2006	I & B	Delhi		
12	Ms. Shashi Bala	25.06.1967	19.10.1987	11.11.1988	27.08.2003	01.01.2006	CAPD	Delhi	27.08.2003	
13	Ms. Manjula Govel	15.09.1959	02.02.1989	02.02.1989	27.08.2003	01.01.2006	Industry	Delhi	27.08.2003	
14	Ms. Renu Kochhar	12.09.1968	13.04.1989	13.04.1989	27.08.2003	01.01.2006	Health	Delhi	27.08.2003	
15	Ms. Pushpa Ahuja	25.01.1968	29.05.1989	29.05.1989	27.08.2003	01.01.2006	UD	Delhi	27.08.2003	
16	Ms. Seema Dewan	24.02.1967	18.07.1989	18.07.1989	27.08.2003	01.01.2006	HRD	Delhi	18.07.1989	
17	Ms. Sangeeta Sharma	02.06.1967	11.09.1989	11.09.1989	27.08.2003	01.01.2006	FPI	Delhi	11.09.1989	
18	Ms. Sunita Devi (SC)	31.01.1965	03.10.1989	03.10.1989	27.08.2003	01.01.2006	I & B	Delhi	03.10.1989	
19	Shri Jai Singh (SC)	20.04.1965	12.10.1989	12.10.1989	27.08.2003	01.01.2006	Health	Delhi	27.08.2003	
20	Shri Vijender Kr. Sagar	30.04.1964	19.10.1989	19.10.1989	27.08.2003	01.01.2006	Finance	Delhi	01.01.2006	
21	Ms. Manju Mahajan	24.12.1957	09.12.1981	20.10.1989	27.08.2003	01.01.2006	Home	Delhi		
22	Ms. Suresh Bangar (SC)	29.05.1965	06.03.1989	25.10.1989	27.08.2003	01.01.2006	Planning	Delhi	27.08.2003	
23	Ms. Jaishree (SC)	25.07.1967	25.10.1989	25.10.1989	27.08.2003	01.01.2006	CPAO	Delhi	08.08.2012	
24	Shri Hemanda Kumar KR	20.04.1969	11.12.1989	11.12.1989	23.08.2003	01.01.2006	Coal	Delhi		
25	Ms. Uma Birdi (SC)	01.01.1967	19.01.1990	19.01.1990	27.08.2003	01.01.2006	HRD	Delhi	19.01.1990	
26	Ms. Rimmi Mehta	01.05.1970	04.05.1990	04.05.1990	27.08.2003	01.01.2006	Commerce	Delhi	27.08.2003	
27	Shri Tapan Kr. Halidar	24.01.1960	04.06.1990	04.06.1990	27.08.2003	01.01.2006	WR	Farraka	04.06.1990	
28	Shri Sitangshu Ranjan Dey	29.11.1963	09.07.1990	09.07.1990	09.06.2004	01.01.2006	UD	Shillong	09.06.2004	
29	Ms. Rajam Ganeshan	16.03.1962	01.04.1985	06.04.1992	03.03.2009	03.03.2009	Health	Pondicherr	03.03.2009	

GRADATION LIST OF STENOGRAPHER GRADE I/II (now merged) IN THE PAY SCALE OF RS. 9300-34800 GRADE PAY Rs. 4200

Sl. No	Name	Date of Birth	Date of entry in Govt. Service	Date of apptt. as Steno Gr. III	Date of apptt. as Steno Gr. II	Date of apptt. as Steno Gr. I	Min./ Deptt.	Station	Since when	Remarks
30	Shri N. Sundaresan	06.02.1966	16.11.1987	21.09.1992		23.01.2009	CBEC	Chennai	21.09.1992	
31	Ms. Simmi Sachdeva	11.06.1967	28.09.1992	28.09.1992	05.03.2009	05.03.2009	Health	Delhi	05.03.2009	
32	Shri Devraj (SC)	10.04.1969	07.06.1994	07.06.1994	05.01.2009	09.10.2010	I & B	Delhi	20.05.2015	
33	Ms. Dhiraj Sang	27.05.1973	08.08.1994	08.08.1994		28.04.2010	Law & CA	Delhi	28.04.2010	
34	Shri Naresh Ratra	02.11.1968	10.03.1995	10.03.1995		11.05.2010	Home	Delhi	11.05.2010	
35	Smt. B.S. Nanda	28.07.1963	16.07.1984	06.11.1995		01.04.2010	Industry	Delhi	01.04.2010	
36	Ms. Deepti Sharma	28.02.1975	16.12.1996	16.12.1996		30.03.2010	INGAF	Delhi	30.03.2010	
37	Shri Dhiraj Diwakar (SC)	01.03.1972	01.07.1998	01.07.1998		04.03.2010	RTHS	Delhi	04.03.2010	
38	Ms. Mini Sajeev	21.04.1972	15.02.1999	15.02.1999		12.04.2010	Power	Delhi	12.04.2010	
39	Ms. Hema Veeraraghavan	26.11.1973	15.09.1997	09.08.1999		26.03.2010	Law & CA	Chennai	26.03.2010	

GRADATION LIST OF STENOGRAPHERS GRADE III IN THE PAY SCALE OF RS. 5200-20200 GRADE PAY Rs. 2400

Sl. No.	Name	Date of Birth	Date of entry into Govt. Service	Date of apptt. as Steno Gr. III	Min./Deptt.	Station	Since when	Remarks
1	Shri Subhash Chander (OBC)	01.06.1990	07.10.2011	07.10.2011	PPG&P	Delhi	07.10.2011	
2	Shri Mukesh Kumar	20.08.1990	31.10.2011	31.10.2011	Civil Aviation	Delhi	31.10.2011	
3	Sh. Viney Kumar	22.01.1985	09.07.2012	09.07.2012	Agriculture	Delhi	09.07.2012	
4	Sh. Ravi Kumar (OBC)	14.06.1990	10.09.2012	10.09.2012	Agriculture	Delhi	10.09.2012	
5	Shri Mukesh Rathore	01.02.1988	17.10.2012	17.10.2012	Finance	Delhi	17.10.2012	
6	Shri Saurav Kumar	20.12.1991	18.10.2012	18.10.2012	I&B	Delhi	17.10.2012 (AN)	
7	Ms. Seema (OBC)	04.02.1983	28.12.2012	28.12.2012	Agriculture	Delhi	28.12.2012	
8	Sh. Jitender Singh Rawat	18.01.1989	07.08.2013	07.08.2013	MHA	Delhi	07.08.2013	
9	Smt. Jyotsna Bisht	08.10.1985	28.10.2013	28.10.2013	Power	Delhi	28.10.2013	
10	Sh. Amit Bharti	05.05.1990	12.12.2013	12.12.2013	Commerce	Delhi	12.12.2013	
11	Ms. Priya Singh	01.07.1993	24.10.2014	24.10.2014	RD	Delhi	24.10.2014	
12	Ms. Manjeet Kaur (SC)	28.01.1992	19.11.2014	19.11.2014	Agriculture	Delhi	19.11.2014	
13	Sh. Mairajuddeen (OBC)	22.06.1994	26.11.2014	26.11.2014	WR	Delhi	26.11.2014	
14	Sh. Raushan Kumar	20.01.1995	24.12.2014	24.12.2014	Planning	Delhi	24.12.2014	
15	Sh. Omkar Singh	01.10.1991	26.12.2014	26.12.2014	Finance	Delhi	26.12.2014	
16	Sh. Saurabh Prajapati	23.01.1994	30.12.2014	30.12.2014	CBEC	Delhi	30.12.2014	
17	Sh. Saurabh Kumar	15.08.1993	02.01.2015	02.01.2015	Labour	Delhi	02.01.2015	
18	Sh. Sanjeev Kumar Singh	06.10.1991	13.01.2015	13.01.2015	Supply	Delhi	13.01.2015	
19	Sh. Surya Prakash Yadav	15.08.1993	19.01.2015	19.01.2015	CBDT	Chennai	19.01.2015	
20	Sh. Dharmendra Pal	27.04.1993	27.01.2015	27.01.2015	HRD	Delhi	27.01.2015	
21	Sh. Jagdeesh Kumar (OBC)	13.11.1990	27.01.2015	27.01.2015	HEALTH	Delhi	27.01.2015	
22	Sh. Ashutosh Kumar	10.05.1991	28.01.2015	28.01.2015	CAPD	Delhi	28.01.2015	
23	Sh. Ankit Bajpai	05.10.1993	12.02.2015	12.02.2015	I&B	Delhi	12.02.2015	
24	Sh. Punit Chaurasiya	08.10.1993	16.02.2015	16.02.2015	ENV. & FOR	Delhi	16.02.2015	
25	Sh. Somdatt Meena (ST)	08.06.1993	19.02.2015	19.02.2015	HEALTH	Delhi	19.02.2015	

GRADATION LIST OF STENOGRAPHERS GRADE III IN THE PAY SCALE OF RS. 5200-20200 GRADE PAY Rs. 2400

26	Sh. Prabhakar	05.03.1991	24.02.2015	24.02.2015	UD	Delhi	24.02.2015	
27	Sh. Anand Kumar Singh	01.05.1992	02.03.2015	02.03.2015	Agriculture	Delhi	02.03.2015	
28	Sh. Gurvinder Singh	15.01.1992	04.03.2015	04.03.2015	Finance	Delhi	04.03.2015	
29	Sh. Sujeet Kumar (SC)	14.12.1992	25.03.2015	25.03.2015	Health	Delhi	25.03.2015	
30	Sh. Navneet Kumar	08.07.1987	01.04.2015	01.04.2015	Earth Sciences	Delhi	01.04.2015	
31	Sh. Mohan Kumar		24.04.2015	24.04.2015	MEA	Delhi	24.04.2015	
32	Ms. Khushboo Kumari	05.04.1992	14.05.2015	14.05.2015	HOME	Shillong	14.05.2015	
33	Sh. Nishant Kumar	23.07.1991	13.07.2015	13.07.2015	UD	Delhi	13.07.2015	

ANNEXURE

Ministry/Department-wise Sanction Strength of Senior Private Secretaries, Private Secretaries and Stenographers Grade I and II

SL. NO.	MINISTRY/DEPARTMENT	Sr. PS	PS	Stenographer Grade I, II and III
1	AGRICULTURE	0	1	6
2	C.B.D.T.	1	2	7
3	C.B.E.C.	1	1	7
4	CHEMICALS & PETROCHEICALS	0	0	0
5	CIVIL AVIATION & TOURISM	0	0	2
6	COAL	0	0	2
7	CONSUMER AFFAIRS, FOOD & PUBLIC DISTRIBUTION	0	1	4
8	COMMERCE & TEXTILES	0	1	2
9	C.P.A.O	0	1	3
10	ENVIRONMENT & FORESTS	0	0	1
11	EXTERNAL AFFAIRS	1	0	3
12	EARTH SCIENCES	0	0	1
13	FINANCE	0	1	5
14	FERTILIZERS	0	0	1
15	FOOD PROCESSING INDUSTRIES	0	0	1
16	HEALTH & FAMILY WELFARE	0	1	7
17	HOME AFFAIRS	0	2	10
18	HUMAN RESOURCE DEVELOPMENT	0	1	3
19	INDUSTRY	0	1	2
20	INFORMATION & BROADCASTING	0	1	5
21	INFORMATION & TECHNOLOGY	0	0	0
22	I.N.G.A.F.	0	0	2
23	LABOUR & EMPLOYMENT	0	0	3
24	LAW & JUSTICE AND CO. AFFAIRS	0	1	4
25	MINES	0	1	1
26	PERSONNEL, PUBLIC GRIEVANCES & PENSIONS	0	0	2
27	PETROLEUM & NATURAL GAS	0	0	0
28	PLANNING	0	0	2
29	POWER	0	0	3
30	NEW AND RENEWABLE ENERGY	0	0	1
31	RURAL DEVELOPMENT	0	0	2
32	SCIENCE & TECHNOLOGY	0	0	3
33	STEEL	0	0	1
34	SHIPPING & ROAD TRANSPORT	1	0	3
35	SUPPLY	0	1	2
36	URBAN DEVELOPMENT	0	1	13
37	WATER RESOURCES	0	0	4
38	PFMS	0	6	0
	TOTAL	4	24	118