

No.A-22011/4/2016-Ad.I
Government of India
Ministry of Corporate Affairs

Room No.518, 'A' Wing,
Shastri Bhawan, New Delhi

Dated the 14 December, 2016

OFFICE ORDER

Consequent upon their qualifying the Combined Graduate Level Examination, 2015 conducted by Staff Selection Commission and their nomination to the Ministry of Corporate Affairs by the Department of Personnel & Training's OM No. 7/15/2016-CS.I(A) dated 7th November 2016, and their relieving from ISTM vide Institute's Office Order No. A-12025/03/2016-ISTM dated the 2nd December, 2016, the President is pleased to appoint the following qualified candidates in a temporary capacity to the post of Assistant Section Officer of Central Secretariat Service (CSS) in Level 7 of Pay Matrix w.e.f. the date of their joining in the respective training institutes and on the strength of Ministry of Corporate Affairs w.e.f. the date of their joining in this Ministry as shown against their name:-

SN	Name (Shri.)	Rank	Date of Joining in the respective training institutes	Date of Joining in this Ministry
1.	Sumesh	664	15.09.2016	05.12.2016
2.	Ankit Madiyan	764	15.09.2016	05.12.2016
3.	Pooja	1089	15.09.2016	05.12.2016

2. They will be on probation for a period of two years w.e.f. their joining in the respective training institutes.

3. On their appointment as Assistant Section Officer in this Ministry, they will draw basic pay of Rs.44900 (Cell 1) in Level 7 of Pay Matrix corresponding to minimum entry grade of Rs.4600/- p.m. plus allowances as admissible.

A. K. Singh

(Akhilesh Kumar Singh)

Under Secretary to the Govt. of India

To

1. Officers concerned
2. The PAO, Ministry of Corporate Affairs, New Delhi
3. Cash Section (2 copies). It is requested that the pay of these Assistant Section Officers may be disbursed from MCA w.e.f. 01.12.2016.

Contd....2/-

4. Department of Personnel & Training (Shri K. Srinivasan, Under Secretary), 2nd Floor, Lok Nayak Bhawan, Khan Market, New Delhi - 03 with reference to OM as referred to on preceding page
5. Institute of Secretariat Training & Management (Shri P. P. Ambashta, Deputy Director), Administrative Block, JNU Campus (Old), OLOF Palme Marg, New Delhi - 67 with reference to ISTM's Office Order as referred to on preceding page. Service Books, Leave Records, LPC & Personal Files of the above Assistant Section Officers may please be forwarded at the earliest.
6. The Secretary, Staff Selection Commission, Block No. 12, CGO Complex, New Delhi - 03
7. Vigilance /General /Library /Co-ordination Sections
8. Personal Files/Service Books of the Officers concerned
9. E-Governance Cell for uploading the Order under 'New Appointment'
10. Guard File