

No. 10-3/2016-SPG  
Government of India  
Department of Posts

Dak Bhavan, Sansad Marg,  
New Delhi-110001  
Dated 14<sup>th</sup> July, 2016

To

The All Head of Circles  
The Director, RAKNPA, Ghaziabad / All Directors PTCs.,  
CGMs, PLI Dte/ BD&M Dte. / APS

**Subject: All India Seniority List of Regular Private Secretary in the Department of Posts as on 01.04.2016 – reg.**

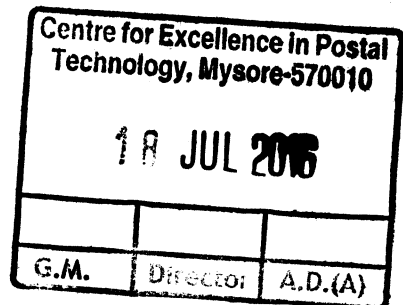
Madam/Sir,

I am directed to refer to this Directorate's letter of even number dated 26<sup>th</sup> April, 2014 followed by a reminder dated 26<sup>th</sup> May, 2016 circulating the draft seniority list of Private Secretaries with a request to furnish the information on modification/correction/addition/omission/infirmity, if any.

2. The representations received in this regard were examined within the purview of extant DOP&T instructions, available records and inputs received from the Circles and wherever found appropriate, necessary changes have been made. The seniority list of private secretaries as on 01.04.2016 has been finalized in terms of the consolidated instructions on 'seniority' issued vide DOP&T OM No.22011/7/96-Estt (D) dated 03.07.1986 and further ratified vide DOP&T OM No.20011/1/2011-Estt (D) dated 04.03.2014, stipulating that the 'seniority' is to be maintained recruitment year-wise and that "where promotions are made on the basis of selection by a DPC, the seniority of such promotees shall be in the order in which they are recommended for such promotion by the Committee."

3. I am further directed to request the Circles / Units to circulate the list among the Private Secretaries concerned. Objection/representation, if any, with regard to the contents of the Seniority List be first examined in view of ibid OMs and if need be forwarded with the comments of the Circles / Units to this Directorate **within 15 days of the issuance of this letter**. Objections / representations received thereafter will not be entertained and the Seniority List will be treated as final.

Encl : As above



Yours faithfully,

*Manoj Sharma*

(MANOJ SHARMA)

Asstt Director General (SGP)

Tel # 2303 6356 / 6326

Copy to:

1. GM (CEPT) - with a request to upload it on the India Post Website.
2. Recognized Stenographers' Service Associations in the Department of Posts

*Ajay Raj Singh Chauhan*  
(AJAY RAJ SINGH CHAUHAN)  
Section Officer (SPG)

**ANNEXURE**

(Letter No.10-3/2016-SPG dated 14.07.2016)

**ALL INDIA SENIORITY LIST OF REGULAR PRIVATE SECRETARIES IN THE DEPARTMENT OF POSTS  
(AS ON 01.04.2016)**

Sl. No	Name of the Officer	Date of Birth	Category UR / SC / ST	No. of Promotion Order and Date	Circle where posted	Date of Assumption of Charge	Remarks
1.	Ms. Vimala Guruswamy	1-Nov-56	UR	Order No. 10-2/2011-SPG dtd. 04.04.12	Maharashtra	01-May-12	
2.	Ms. Sharda Vashistha	7-Oct-64	UR	-do-	RAKNPA	25-May-12	
3.	J.P. Lal	3-Jun-63	SC	-do-	U.P.	12-Apr-12	
4.	Ms. Neelam Kathuria	20-Jun-59	UR	-do-	Delhi	29-May-12	
5.	Ms. Lathika Nair	1-Feb-60	UR	Order No.10-2/2014-SPG dtd.27.07.15	M.P.	21-Aug-15	
6.	Naresh Ch. Sharma	29-Dec-57	UR	-do-	Rajasthan	03-Aug-15	On deputation to APS
7.	Ms. Meenakshi Sethuraman	10-Jun-56	UR	-do-	Tamil Nadu	03-Aug-15	Retired
8.	Ms. S. Manjula	21-Jul-56	UR	-do-	Tamil Nadu	03-Aug-15	
9.	Mohan Lal	17-Sep-57	SC	-do-	Punjab	03-Aug-15	
10.	Tapas Kumar Basu	2-Oct-57	UR	-do-	W. Bengal	10-Aug-15	
11.	Durjoy Das	15-Dec-57	UR	-do-	W. Bengal	19-Aug-15	
12.	Ms. A.S. Radha Kumari	16-Mar-60	UR	-do-	Karnataka	09-Dec-15	
13.	Ms. S. Jhansi	9-Sep-58	UR	-do-	A.P.	17-Aug-15	
14.	Lalmani	1-Jan-58	SC	-do-	U.P.	04-Sep-15	On deputation to APS
15.	Ms. Shashi Kanti Tripathi	15-Jun-59	UR	-do-	U.P.	04-Sep-15	
16.	M. Madhusudhan Rao	31-Jan-66	SC	-do-	A.P.	16-Sep-15	
17.	P. Nagaraju	22-Jul-71	SC	-do-	A.P.	14-Sep-15	
18.	Ms. Ch. Stella	5-Jan-68	SC	-do-	A.P.	16-Sep-15	
19.	Ms. B. Yaman	16-Jul-68	SC	-do-	Tamil Nadu	21-Sep-15	On deputation- BIACL, Hyd.
20.	Sachidananda Singh Babu	9-Sep-65	ST	-do-	Odisha	20-Jan-16	
21.	Ms. Sushma Kumari	13-Jun-56	UR	-do-	Haryana*	21-Dec-12	Since Retired

\* Against redeployed post of Tamil Nadu Circle

<b>Sl. No</b>	<b>Name of the Officer</b>	<b>Date of Birth</b>	<b>Category UR / SC / ST</b>	<b>No. of Promotion Order and Date</b>	<b>Circle where posted</b>	<b>Date of Assumption of Charge</b>	<b>Remarks</b>
22.	Ms. A.C. Nair	1-Dec-57	UR	Order No.10-2/2014-SPG dtd.15.12.15	Gujarat	31-Dec15	
23.	R.K. Sharma	1-Mar-59	UR	-do-	U.P.	19-Jan-16	
24.	Ms. Ragini N. Nair	15-Nov-57	UR	-do-	Maharashtra	05-Jan-16	
25.	Ms. Rama D. Awate	20-Nov-57	UR	-do-	Maharashtra	07-Jan-16	
26.	Ms. H. Bhuvanewari	25-Jul-59	UR	-do-	Tamil Nadu	22-Dec-15	
27.	Ms. S. Pushpa	13-Jun-59	UR	-do-	Tamil Nadu	20-Jan-16	
28.	M. Abdul Sammil	5-Dec-56	UR	-do-	Kerala	01-Jan-16	
29.	Amaresh Sen Choudhury	15-Oct-56	UR	-do-	W. Bengal	01-Mar-16	
30.	S.P. Chakrabarty	29-Jul-57	UR	-do-	Assam	08-Feb-16	