

**F. No. A-32012/1/2018-Admn.III**  
**Administration-III Section**  
**Union Public Service Commission**

Dholpur House, Shahjahan Road  
New Delhi, the 16<sup>th</sup> May, 2023

**OFFICE ORDER**

In supersession of all earlier Orders in the matter, the composition of the Departmental Promotion Committees, Departmental Screening Committees, Departmental Confirmation Committees and Departmental Review Committees in the Office of UPSC shall be as follows:-

**2. Departmental Promotion Committees:-**

**(a) Departmental Promotion Committee (Senior No. 1)**

**For all Group B posts of CSS (ASO and SO) and all Ex-cadre posts up to Level 10 of the pay matrix where any specific composition of the DPC has not been defined in the RRs**

i	Additional Secretary (In charge of Administration Branch)	Chairman
ii	Joint Secretary (In charge of Administration Branch)	Member
iii	Shri Himanshu Kumar, Joint Secretary	Member
iv	Shri. Imran Farid, Deputy Secretary	Member
v	Ms. Purna Sharma, Under Secretary	Member

Note: The DPC (Senior No.1) will also act as Screening Committee for considering the cases of ad-hoc promotion in respect of the above-mentioned posts.

**(b) Departmental Promotion Committee (Senior No. 2)**

**For PS and PA Grade of CSSS**

i	Deputy Secretary (In charge of Administration Branch)	Chairman
ii	Shri Imran Farid, Deputy Secretary	Member
iii	Under Secretary (Administration)	Member
iv	Ms. Purna Sharma, Under Secretary	Member

Note: The DPC (Senior No.2) will also act as Screening Committee for considering the cases of ad-hoc promotion in respect of the above-mentioned posts.

**(c) Departmental Promotion Committee (Junior)**

**For all Group 'C' posts of CSCS and all Ex-cadre Group C Posts where any specific composition of the DPC has not been defined in the RRs**

i	Deputy Secretary (In charge of Administration Branch)	Chairman
ii	Shri Devendra Singh, Under Secretary	Member
iii	Shri Mehboob Reza, Under Secretary	Member
iv	Ms. Purna Sharma, Under Secretary	Member
iv	Shri Raghendra Singh Kushwah, Under Secretary(Admn), D/o Revenue.	External Member

Note: The Departmental Promotion Committee (Junior) will also act as Screening Committee for considering the cases of ad-hoc promotion in respect of the above-mentioned posts.

**Contd.../-**

3. The composition of the Screening Committees to consider the cases for the grant of financial up-gradation under MACP Scheme shall be as follows:

(a) Screening Committee to consider MACP cases falling under Level 1 to 9 in the pay matrix

i	Deputy Secretary (in charge of Administration Branch)	Chairman
ii	Ms. Prerna Sharma, Under Secretary	Member
iii	Under Secretary (Administration)	Member

(b) Screening Committee to consider MACP cases falling under Level 10, 11 and 12 in the revised pay matrix

I	Additional Secretary (In charge of Administration Branch)	Chairman
ii	Joint Secretary (In charge of Appointments Branch)	Member
iii	Joint Secretary (In charge of Administration Branch)	Member

(c) Screening Committee to consider MACP cases falling under Level 13 and above in the revised pay matrix

i	Secretary, UPSC	Chairman
ii	Additional Secretary (In charge of Administration Branch)	Member
iii	Additional Secretary (Exam)	Member

4. The composition of the Committee for the grant of NFSG to SSAs of CSCS/ Steno Grade 'D' of CSSS, in level 6 in the pay matrix shall be as under :-

i	Deputy Secretary (In charge of Administration Branch)	Chairman
ii	Shri Amrith Kumar, Deputy Secretary	Member
iii	Shri TPN Singh, Deputy Secretary	Member
iv	Ms. Prerna Sharma, Under Secretary	Member

5. Review Committees under FR 56 and Rule 48 of CCS (Pension) Rules:-

The composition of Standing Committees, for the periodical review of the suitability of employees for continuation in government service, under the provisions contained in FR 56 and Rule 48 of CCS (Pension) Rules and as further reiterated vide DOP&T's OMs No. 25013/03/2019-Estt(A)-IV dated 28.08.2020, shall be as under :-

(a) In respect of all Group A officers :-

This Committee will review the cases of all the Group A officers

Secretary, UPSC	Chairman
Additional Secretary, In-charge of Administration Branch	Member
Additional Secretary, In-charge of AIS Branch	Member

Contd.../-



**(b) In respect of all Group B (Gazetted) officers:-**

This Committee will review the cases of all Group B (Gazetted) officers:-

Additional Secretary in-charge of Administration	Chairman
Joint Secretary in charge of Administration	Member
Joint Secretary in charge of General	Member

**(c) In respect of the cases falling under the following categories:-**

**(v) All Group B (Non Gazetted) officers,**

**(vi) All Group-C officials whose Appointing Authority is DS/Director/JS (Admn.),**

the composition of the Committee shall be as under:-

Joint Secretary in charge of Administration	Chairman
Shri Imran Farid, Deputy Secretary	Member
Shri Nitesh Ranjan, Under Secretary	Member

**6 The constitution of Departmental Confirmation Committee (DCC) for all Group B posts of CSS (ASO & SO) and all Ex cadre posts up to Level 10 of the pay matrix, where any specific composition of the DCC has not been defined in the RRs, will be same as that of DPC (Senior No.1). Similarly, the composition of DCC for all Group 'C' posts of CSS and all Ex-cadre Group C posts where any specific composition of the DCC has not been defined in the RRs, shall be same as that of DPC (Junior). As regards the posts of CSSS, the DCC shall be same as that of DPC (Senior No. 2).**

**(Shyam Kumar)**  
**Under Secretary (Admn.)**  
**Union Public Service Commission**

**Copy to:-**

1. Office of Hon'ble Chairman/Secretary's Office.
2. O/o AS(VG) / AS(PY)/ AS(RK).
3. Chairman and Members of all the Committees.
4. Consultant (Admn.) for information.
5. Shri Raghvendra Singh Kushwaha, Under Secretary (Admn), D/o Revenue, North Block, New Delhi.
6. Admn.I/II/V/Office Order File.
7. Hindi Section for Hindi version.
8. Web Cell, UPSC for uploading the compositions of DPCs on the website.  
(In the format prescribed by the Web cell).