

Government of Odisha
General Administration & Public Grievance Department

No.GAD-SER1-IAS-0052-2015- 33380 AIS.I Bhubaneswar dated the 14th November, 2018

From:

Shri R.N. Sahu, OAS(SS),
Special Secretary to Government
Tel:0674-2322367

To

All IAS officers
(List Enclosed)

Sub: Publication of the Civil List of the IAS officers for the year 2019- Online updation – Compilation of data reflecting position as on 01.01.2019 - regarding.

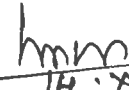
Madam/Sir,

Enclosing a copy of DoP&T, Government of India letter dated 17.10.2018 on the subject noted above, I am directed to say that the DoP&T, Government of India intend to compile the Civil List of IAS officers for the year 2019 with information as on 01.01.2019, inclusion of photographs, maximum two qualifications & e-mail ID etc.

You are, therefore, requested to kindly provide a passport size photograph, two qualifications of your choice and e-mail ID to this Department latest by 17th November, 2018 for further action at this end.

This may be treated as **Most Urgent**.

Yours faithfully,


14.11.2018
Special Secretary to Government

G.D. 118 452 998/920

CONFIDENTIAL/TIME BOUND

No.27014/01/2018-AIS-III
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
* * * *

North Block, New Delhi
Dated the 17th October, 2018

To.

The Chief Secretary,
Government of Orissa,
Bhubaneswar-751001

Subject- Publication of the Civil List of the IAS officers for the year 2019 – On line updation - Compilation of data reflecting position as on 01.01.2019 - regarding.

Sir/Madam,

I am directed to say that the process of the compilation and publication of the 64th edition of the Civil List of the IAS officers for the year 2019 has started. The intention is to submit the Civil List on the basis of information fed by the State Governments, and so the 2019 Civil List should reflect the position as on 01.01.2019 very accurately.

2. It is pertinent to mention that the Civil List 2019 is to be updated alongwith with inclusion of Photographs of IAS officers. NIC has Modified the software to include the Photographs of IAS officers of your cadre as well as updation of other relevant information as being done in past

3. The relevant points on which information is required to be provided are reiterated below :

- A maximum of two qualifications, starting from BA/B.Sc. etc. should be given in the Civil List. The option of having two qualifications of his/her choice should be left to the officer concerned, which the State Government may incorporate after consulting him. Instead of using the term 'Graduate/Postgraduate' etc., the terms B A/B.Sc./B. Com. etc. should be used. Instead of using the term 'Doctorate', Ph.D., D. Litt, D.Phil., etc. may be mentioned.

Pr. Secretary GAB

- Existing posting of the member of the Service during the year 2019 to be given.

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Chief Secretary,
Odisha

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- Level of Pay drawn by the member of the Service in the State Government should be given.
- Domicile of the officers who have been promoted to the IAS should be given
- Copies of orders/supporting documents relating to officers who have resigned/voluntarily retired/expired etc. during the current year should be provided.
- In case of officers allowed deputation under 6(2)(ii) of the IAS (Cadre) Rules, the date of joining the post by the officers should also be provided.
- For the officers who are on leave/study leave/training etc., the date of commencement of such leave/study leave/training should also be provided.
- All transfers/promotions/upgradation of pay made up to 1st January should definitely be reflected in the information for the Civil List:

4. Efforts have been made to compile full names of the officers from the records available in this Department. However, State Governments and the Ministry of Home Affairs, as the Cadre Controlling Authority of the IAS officers of the AGMUT Cadre, are requested to check the full names of the officers and complete the details of uncovered cases with the records available with them. In case of discrepancy in the expanded names and date of birth etc. Section Officer, EO-CM, E.O Division, North Block, New Delhi {T.No.23092584, e-mail address soem-dopt@nic.in} may be contacted. In case of discrepancy related to seniority Section Officer, AIS-III, DOPT, North Block, New Delhi (Tel. No. 23092344, E-mail address- so-sis3@nic.in) may be contacted.

5. The updated and integrated extract from the IAS Personnel Information System (ER Sheet) maintained by this Department and the List of IAS Officers pertaining to your State/Cadre is available on the website of the Department for information and reference. It is requested that the same may kindly be scrutinized thoroughly and additions/updation/ deletions, if any, may be intimated to EO(CM)Section and AIS-III Section of this Department.

6. As explained at Para 2 above, NIC, DOP&T has provided the modified/updated online web-based software to update Data Bank of the present posting details of IAS Officers alongwith Photographs through the Internet. State Governments are requested to update the requisite information. A copy of instructions for entering/updating the data for Civil List on-line is enclosed for reference. A copy of extract of last year Civil List pertaining to your State is also enclosed.

7. For editing the Civil List pertaining to your State, the help of the State Unit of NIC may be taken. In case there is any technical difficulty, clarifications may be sought from the NIC, DOP&T Computer Centre, North Block, New Delhi, on Telephone Number 011-23092776 or through email at {persinfotech@nic.in}.

8. The login and password for your State/Cadre is.....
Please note that this is a temporary password. It is imperative that the updating of the Civil List should be handled only by duly authorized personnel and also that the password be changed periodically in order to maintain secrecy. It may also be noted that it is expected that regular updations in the web-based software will be carried out by you, independently of and even after the publication of the Civil List for the year 2019. Updation should be carried out periodically, as and when the posting/status of officers changes.

9. It is emphasized that the facility of carrying out updation / correction in the online Civil List pertaining to their State Cadre is available at this Ministry' web site (dopt.gov.in - IAS - Civil List). A copy of the updated list may be sent to this Department, by post, by the **15th November, 2018**. Since the Civil List, when published, should reflect the position as on 01.01.2019, we expect to make such changes as may become necessary between 01.11.2018 to 01.01.2019 on the basis of data made available to this Department. We may also seek the assistance of Resident Commissioners for a quick update. Members of the service may thus be suitably informed to verify their details to correct errors/discrepancies, if any.

10. The State Governments had, subsequent to the Publication of Civil List 2018, forwarded representation from Member of Service regarding discrepancies in the date. The representation may be considered by the State Government and necessary updation of records be made accordingly.

11. It may be mentioned that considerable accuracy has been achieved in the Civil List of 2018, thanks largely due to the co-operation received from the State Governments, NIC State Units & NIC-DOPT Computer Center of this Ministry. The efforts for bringing out a zero error Civil List, for the year 2019 can be successful only with full co-operation from all concerned

12. It is requested to nominate Nodal officer for your State who will co-ordinate in preparation of Civil List of IAS officers for the year 2019 and also provide his/her Name, Contact No., Fax No. and e-mail address positively by **15th November, 2018**.

13. It is requested that the authorities concerned may be suitably directed to render full co-operation.

Yours faithfully,



(Jyotsna Gupta)

Under Secretary to the Government of India
Tel. No.23094714
Fax No. 011-23092344