

No.1/2022-R&R and DC
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi – 110003
Dated 19th January, 2026.

OFFICE MEMORANDUM

Subject: Mandatory reporting of vacancies in Group 'A' and Group 'B' posts to the Surplus Cell under Rule 3(1)(iii) and (iv) of CCS (Redeployment of Surplus Staff) Rules, 1990 – regarding.

The undersigned is directed to invite attention to the provisions of the CCS (Redeployment of Surplus Staff) Rules, 1990, relating to the reporting of vacancies in Central Civil Services and posts in Group 'A' and Group 'B' to the Surplus Cell of this Department.

2. In terms of Rule 3(1)(iii) and Rule 3(1)(iv) of the aforesaid Rules, all vacancies in Group 'A' and Group 'B' posts, which are proposed to be filled by Direct Recruitment or by Transfer / Transfer on absorption, are required to be reported to the Surplus Cell in the first instance, prior to initiating any further action for filling up such posts.
3. Accordingly, all Ministries/Departments are requested to ensure that all vacancies in Group 'A' and Group 'B' posts, proposed to be filled by Direct Recruitment or by Transfer/Transfer on absorption, are invariably reported to the Surplus Cell through the Redeployment of Surplus Management System (RSMS), strictly in accordance with Rule 3(1)(iii) and Rule 3(1)(iv) of the CCS (Redeployment of Surplus Staff) Rules, 1990.
4. The Nodal Officers of the Ministries/Departments may also ensure wide dissemination of these instructions to all attached and subordinate offices under their administrative control for information and strict compliance.



(Arun Kumar Dahiya)
Under Secretary to the Government of India
Tel. No. 011-24651898

To,

Deputy Secretary/Director (Admn.)
All Ministries/Departments of the Government of India.

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