

**REMINDER-II**  
**TIME BOUND**

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT: SERVICES - I BRANCH  
LEVEL 7, B - WING, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI - 110 002  
<http://services.delhigovt.nic.in>  
(Tel:011 - 23392038)

No.F.8/30/2020/S.I/

Dated:

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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**Sub: Publication of Civil List of the IAS officer of AGMUT Cadre for the year 2021 as on 01.01.2021 - regarding.**

Sir/Madam,

I am directed to invite your kind attention to this department's letters of even number dated 08.01.2021 & 24.02.2021 on the subject cited above and to inform you that the requisite information sought by DoPT in the prescribed format is yet to be received.

You are, therefore, once again requested to make available the desired information at the earliest so as to enable us to forward it to Ministry of Home Affairs, Gol.

This may be accorded 'TOP PRIORITY'.

Yours faithfully,

(AMITABH JOSHI)  
DEPUTY SECRETARY (SERVICES)

No.F.8/30/2020/S.I/956

Dated: 24/03/2021

Copy to:

Section Officer (Coordination), Services Department, Govt. of NCT of Delhi with the request to upload this letter together with its enclosures on the Department's website in 'CIRCULARS'.

(AMITABH JOSHI)  
DEPUTY SECRETARY (SERVICES)

84/c

REMINDER-I  
TIME BOUND

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT: SERVICES - I BRANCH  
LEVEL 7, B - WING, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI - 110 002  
<http://services.delhigovt.nic.in>  
(Tel:011 - 23392038)

No.F.8/30/2020/S.1/613-614

Dated: 24/02/2021

To

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\_\_\_\_\_  
\_\_\_\_\_

**Sub: Publication of Civil List of the IAS officer of AGMUT Cadre for the year 2021 as on 01.01.2021 - reg.**

Sir/Madam,

I am directed to refer to this office letter of even number dated 08.01.2021 on the subject cited above and to inform you that the requisite information sought by DoPT in the prescribed format is yet to be received.

You are, therefore, once again requested to make available the desired information at the earliest so as to enable us to forward it to the Govt. of India, Ministry of Home Affairs.

This may be accorded 'TOP PRIORITY'.

Yours faithfully,

  
24/02/2021  
(ANJU MANGLA)

DY. SECRETARY (SERVICES)

No.F.8/30/2020/S.1/613-614

Dated: 24/02/2021

Copy to :

Section Officer (Coordination), Services Department, Government of NCT of Delhi with the request to upload this letter together with its enclosures on the Department's website in 'CIRCULARS'.

  
24/02/2021  
(ANJU MANGLA)

DY. SECRETARY (SERVICES)

23/1

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT: SERVICES - I BRANCH  
LEVEL 7, B - WING, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI - 110 002  
<http://services.delhigovt.nic.in>  
(Tel:011 - 23392038)

No.F.8/30/2020/S.I/ 72-74

Dated: 08/01/21

To

All HODs,  
Govt. of NCT of Delhi, Delhi

Sub: Publication of Civil List of the IAS officer of AGMUT Cadre for the year 2021 as on 01.01.2021 - regarding.

Sir / Madam,

Please find enclosed herewith a copy of letter No. 15041/06/2019/UTS-I dated 11.12.2020 of Government of India Ministry of Home Affairs along with its enclosure bearing copy of letter No.27014/02/2020-AIS-III dated 12.10.2020 of DoP&T, on the subject cited above.

It is requested to furnish the requisite information sought as per format enclosed with the letter in respect of IAS officer(s) of AGMUT Cadre posted in your Department at the earliest, for further submission to the Government of India, Ministry of Home Affairs. The latest photograph of IAS officers of AGMUT cadre in the aforesaid proformas, may also be sent along with the information.

This may be accorded 'TOP PRIORITY'.

Encl: As above.

Yours faithfully,

  
(ANJU MANGLA)

DEPUTY SECRETARY (SERVICES)

No.F.8/30/2020/S.I/ 72-74

o/c

Dated: 08/01/21

Copy to:

- 1) All IAS Officers of AGMUT Cadre (Posted in Govt. of NCT of Delhi).
- 2) Section Officer (Coordination), Services Department, Government of NCT of Delhi with the request to upload this letter together with its enclosures on the Department's website in 'CIRCULARS'.

  
(ANJU MANGLA)

DEPUTY SECRETARY (SERVICES)

1 DEC 2020  
 भारत सरकार / Government of India  
 गृह मंत्रालय / Ministry of Home Affairs  
 Diary No. ....

16 DEC 2020  
 F.No.15041/06/2019.UTS-I

Fax/Email  
 Time Bound

North Block, New Delhi  
 Dated the 1<sup>st</sup> December, 2020

To  
 as has been  
 amlhi  
 (so 100)  
 16/12/20  
 ACS (Sec)

1. The Chief Secretary, Govt. of Goa, Panaji.
2. The Chief Secretary, Govt. of NCT of Delhi, New Delhi.
3. The Chief Secretary, Govt. of Mizoram, Aizawal.
4. The Chief Secretary, Govt. of Arunachal Pradesh, Itanagar.
5. The Chief Secretary, Govt. of Andaman and Nicobar Island, Port Blair.
6. The Chief Secretary, Govt. of Puducherry.
7. The Advisor to Administrator, Chandigarh.
8. The Advisor to Administrator, Daman & Diu and Dadra & Nagar Haveli.
9. The Advisor to Administrator, Lakshdweep.

Sub: Publication of the Civil List of the IAS Officers for the year 2021 as on 01.01.2021 – reg.

Sir,

I am directed to refer to DoPT's letter vide No.27014/02/2020-AIS-III dated 12.10.2020 (copy enclosed) on the subject mentioned above and to request to furnish the latest information in respect of serving IAS officers of Joint AGMUT cadre in the enclosed proforma along-with latest photograph [both in Hard Copy and Soft Copy] through e-mail (souts1@mha.gov.in) to this Ministry latest by 21.12.2020.

Encl: As above.

Yours faithfully,

Sg(S-I)  
 22/12/2020  
 DS-T  
 23/12  
 SO(S-I) @ Amr  
 23/12  
 Sr. Datta

*(Handwritten signature)*  
 M.A. M...  
*(Handwritten signature)*

(Rakesh Kumar Singh)  
 Under Secretary to the Govt. of India  
 Ph. 2309-2688

*(Handwritten signature)*

No.27014/02/2020-AIS-III  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

\* \* \* \*

North Block, New Delhi  
Dated the 12<sup>th</sup> October, 2020

To,

Chief Secretaries of all States/UTs

**Subject: Publication of the Civil List of the IAS officers for the year 2021 – On line updation - Compilation of data reflecting position as on 01.01.2021 -reg.**

Sir/Madam,

I am directed to say that the process of the compilation and publication of the 66<sup>th</sup> edition of the Civil List of the IAS officers for the year 2021 has started. The intention is to submit the Civil List on the basis of information fed by the State Governments, and so the 2021 Civil List should reflect the position as on 01.01.2021 very accurately.

2. It is pertinent to mention that the Civil List 2021 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 is being done in the past. Accordingly, data has to be updated and clear photographs are to be uploaded as per prescribed specifications.

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/her. 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.
- Existing posting of the member of the Service during the year 2020 is to be given.
- E-mail I.D of the officers should also be given below their names.

Contd...2

- 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 1<sup>st</sup> 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 socm-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-ais3@nic.in](mailto:so-ais3@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 etc. 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.

Contd...3

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 2020. 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's website (dopt.gov.in - IAS - Civil List). A copy of the updated list may be sent to this Department, by post, by the **30<sup>th</sup> November, 2020**. Since the Civil List, when published, should reflect the position as on 01.01.2021, we expect to make such changes as may become necessary between 01.11.2020 to 01.01.2021 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 2020, forwarded representations from Members of the Service regarding discrepancies in the date. The representations 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 2020, thanks largely 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 2021 can be successful only with full co-operation from all concerned.

12. It is requested to nominate a Nodal officer for your State who will coordinate for the preparation of Civil List of IAS officers for the year 2021 and also to provide his/her Name, Contact No., Fax No. and e-mail address positively by **15<sup>th</sup> November, 2020.**

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

Yours faithfully,

*Sandeep*

(Sandeep Kumar Sirha)

Under Secretary to the Government of India

Tel. No.23094714

Fax No. 011-23092344

8/C  
Copy to:-

1. Addl. Secretary, (UT) MHA for furnishing information as asked for above
2. DG (NIC), 3<sup>rd</sup> Floor A Block, CGO Complex Lodi Road, New Delhi  
him to direct State Informatics Officers of all States/UTs for extending  
operation to State Personnel Departments in updating the Civil List of all  
Officers through the Web-based software developed by NIC-DOPT  
Centre, Govt. of India.
3. S Technical Director (NIC), NIC-DOPT.
4. E.O., DOPT, North Block, New Delhi.
5. Resident Commissioners of all States/UTs (as per list attached)

*Sandeep*

(Sandeep Kumar Sinha)  
Under Secretary to the Government of India  
Tel. No.23094714  
Fax No. 011-23092344

**Proforma for furnishing information in respect of IAS officers of AGMUT cadre for Civil List 2021 (as on 01.01.2021)**

S. No.	Name Identity No. Date of Appointment Source of Recruitment Intral IAS login Email-ID of the officer	Qualification (Max two qualification)	Date of Birth Allotment Year Cadre & Domicile	Present post (with effect from )	Present pay level	Recent passport size photograph of IAS officer