



K. M. CHANDRASEKHAR

D.O.No.I-11019/6/2008-CRD

मंत्रिमंडल सचिव
CABINET SECRETARY
NEW DELHI

April 29, 2008

Dear Secretary,

As you are aware, the Cadre Review Division of the Department of Personnel & Training processes all proposals received for Cadre Review from the Cadre Controlling Authorities (CCAs). Normally, the cadre structure of each Service should be reviewed once in every five years. However, if the cadre is managed in a manner that the functional needs at various levels as well as legitimate aspirations of members of the Service for promotions are taken care of, then the review of the Cadre/ Service could wait for a longer period. The delay in submission of the cadre review proposals to the DoPT should, thus, be based on a properly analyzed decision of the Cadre Controlling Authority, and should not be the result of inaction or administrative delays.

2. I have seen the status of cadre review of the Group 'A' Services as prepared by the DoPT. It appears that in the case of a large number of Group 'A' Services, including the Services of which your Ministry is the Cadre Controlling Authority, such cadre review has not been held in time. You would appreciate that the tool of cadre review is made use of to ensure timely career growth and progression of the officers of all Services. Therefore, it is essential that this review is made in time so that frustration and demotivation leading to litigation etc. could be reduced.

3. In view of the above, I would request you to so arrange your schedule that the cadre reviews are held within the next two months positively. If, for some reason, you are not able to do the cadre review within two months, you must write to me, indicating the reason and also the possible date by which it will be done.

With regards,

Yours sincerely,

(K.M. CHANDRASEKHAR)