

No. 25/13/2022-CS.II (B)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

3<sup>rd</sup> Floor, Lok Nayak Bhawan  
Khan Market, New Delhi-110003  
Dated the 4<sup>th</sup> June, 2022

**OFFICE MEMORANDUM**

Subject: Career progression for MTS staff in Central Secretariat Ministries/Departments.

The undersigned is directed to say that in pursuance of the recommendations of the 6<sup>th</sup> CPC, all Group-D posts in Govt. of India doing different duties had been re-designated as Multi-Tasking Staff vide DoPT OM No.AB-14017/6/2009-Estt (RR) dated 30<sup>th</sup> April, 2010. The Ministries/Departments were asked to adopt the designation of MTS for some common categories of posts in the secretariat offices and to classify the posts as Group-C in Pay Band-1 with Grade Pay of Rs.1800. As per the instructions therein the Ministries/Departments were supposed to amend the Recruitment Rules for erstwhile Group-D posts as per the Model RRs to fill up the vacancies of MTS.

2. Pursuance to the O.M. dated 20.4.2010, the Staff Selection Commission is also conducting recruitment for selection of MTS on annual basis based on the vacancies reported by the respective Ministries/ Departments.

3. In view of the above, for better career management of MTSs working in Central Secretariat Ministries/Departments, all the cadre units are requested to please furnish the information as per the **Annexure-I** through email at [chowdhury.r13@nic.in](mailto:chowdhury.r13@nic.in) by 10<sup>th</sup> June, 2022.



(Bhagirath Jha)

Under Secretary to the Govt. of India.

Tel. No.24654020

Email: [bhagirathjha.68@gov.in](mailto:bhagirathjha.68@gov.in)

To

All Ministries/Departments of Govt. of India as per **Annexure-II**

A. Name of the Ministry/Department:

B. Incumbency position as in 2010:

S.No	Description	Sanctioned strength					Information sought					Vacancies					
		UR	OBC	SC	ST	Total	UR	OBC	SC	ST	Total	UR	OBC	SC	ST	total	
1	Group-D staff as in 2010																

C. MTSS recruited from 2010 to 2021:

Year of recruitment	No. of MTSS recruited from 2010					Year of recruitment	No. of MTSS recruited from 2010				
	UR	OBC	SC	ST	Total		UR	OBC	SC	ST	Total
2010						2016					
2011						2017					
2012						2018					
2013						2019					
2014						2020					
2015						2021					

D. Date of amendment of RRs (please enclose a copy of the latest RRs of MTS notified by the cadre).

E. The details of promotional avenues available in the Cadre Unit for its MTS staff:

F. In case of vacancies the action taken to fill up the vacancies:

G. In case of vacancies not filled up, how the work relating to MTS (erstwhile group-D) is managed at present by the cadre units and whether any recruitment of MTSS shall be made through SSC and when.

H. Present Incumbency:

MTS as on June 2022	Sanctioned strength					In position					Vacancies				
	UR	OBC	SC	ST	Total	UR	OBC	SC	ST	Total	UR	OBC	SC	ST	total

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04.06.2022