

11-7-24  
@ 1.45 pm

J.S. NA (AIS)

LOK SABHA SECRETARIAT

FAX: 23010756

PARLIAMENT HOUSE  
NEW DELHI-110001

**No. LAFEAS-AN 024/44/2024-ADMIN**

**Dated the 10<sup>th</sup> July, 2024**

**From**

**Neeraj Semwal,  
Joint Secretary.**

**To**

**The Chief Secretaries,  
State Governments & Union Territories Administration.**

**Subject: Filling up of one post of Joint Secretary in Lok Sabha Secretariat by transfer on deputation basis.**

**Madam/Sir,**

I am directed to state that it is proposed to fill up one post of Joint Secretary in Level-14 in Pay Matrix in Lok Sabha Secretariat by transfer on deputation basis as per eligibility conditions prescribed in the R&CS Order No.PDA-1346/2016 dated 15.09.2016 (copy enclosed). The period of transfer on deputation shall be three years and the terms and conditions of the deputationists shall be governed by the relevant Orders on the subject.

2. In view of the above, it is requested to kindly forward the names of suitable and willing officers for the aforesaid post from amongst the officers of All India Services/Central Services along with the Cadre Clearance, Vigilance Clearance, Integrity Certificate and their Annual Confidential Reports/Annual Performance Appraisal Reports for the last 05 years within a period of 03 weeks from the date of issue of this letter i.e upto 31<sup>st</sup> July, 2024 for consideration by Hon'ble Speaker, Lok Sabha.

Yours sincerely,



**JOINT SECRETARY**

**Tel.No.011- 23082516/2517**