

No.20/43/2012-Admn(Vol.II)  
Government of India  
Ministry of Water Resources

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Shram Shakti Bhawan, Rafi Marg  
New Delhi, dated 22<sup>nd</sup> July, 2014

Subject: **Web Based Cadre Management System for CSS Officers – Instructions issued to Nodal Officers of Ministries/ Department regarding**

The undersigned is directed to say that DoPT has got a web based cadre management system developed for cadre management of CSS which is presently available at URL: <http://www/cscms.nic.in>. All CSS Officers are requested to verify their data by logging into the system with the userid which is a combination of eight digit date of birth followed by first four letters of their name i.e.: ddmmyyyyabcd. The common password is apple123.

2. All the CSS Officers in the Ministry (Main Sectt), are therefore, requested to kindly login to the system to check if their complete and up to date data is available in the system. If any discrepancy is noticed, the same may kindly be intimated to this Section latest by 31.7.2014. Also, if any of the officer (Under Secretary and above) has not yet filed IPR on line, the same may be filed without any further delay.

3. Moreover, for applying for deputation, CSS officers have to apply for cadre clearance through this system only.

  
(Narendra Singh)

Under Secretary to the Govt of India  
Tel. No. 23738126

To,

1. All CSS Officers working in the Ministry (Main Sectt)
2. Under Secretary (E-IX), CWC/ Under Secretary, CSMRS – along with copy of DoPT's O.M. No. 21/1/2014-CS.I(PR/CMS) dated 10.7.2014, for taking action as described in the DoPT's O.M. in respect their organizations
- ✓ 3. NIC Cell – for uploading on the circular page of the intranet and KMS.