

ADMIN-65013/37/2025-P-II / E- 278507
Government of India
Ministry of Environment, Forest and Climate Change

Indira Paryavaran Bhawan,
1st Floor, Prithvi Block,
Jor Bagh Road, Aliganj,
New Delhi-110003
Dated: 14th October, 2025

OFFICE ORDER

In pursuance of DoPT's OM No. 6/4/2025-CS.II (C) dated 16.09.2025 and with the approval of the Competent Authority, the following Stenographers Grade 'D' of the Central Secretariat Stenographers Service (CSSS) are hereby taken on the strength of Ministry of Environment, Forest and Climate Change on provisional basis in pay level - 04 of the 07th CPC pay matrix, with effect from date of their joining in this Ministry as mentioned against their names :

S. No.	Name (Shri / Ms.)	Year of Exam / Rank	Date of taken on strength of MoEF&CC
1	Ritesh Kumar	2024 / 409	22.09.2025 (FN)
2	Ashif	2024 / 410	22.09.2025 (FN)
3	Punit Yadav	2024 / 514	15.09.2025 (FN)
4	Saurabh Yadav	2024 / 653	22.09.2025 (FN)
5	Sapna Yadav	2024 / 743	16.09.2025 (FN)
6	Kapil Meena	2024 / 1969	15.09.2025 (FN)

2. All the above mentioned Stenographers Grade 'D' will be on probation for a period of two years from the date of appointment, which will be subject to the terms and conditions of the appointment made and accepted by them. Appointment will also be subject to the outcome of the police verification and the document verification with the concerned authorities.

3. The above-mentioned Stenographers Grade 'D' will be covered under the New Pension Scheme / Unified Pension Scheme notified by the Ministry of Finance vide No. 5/7/2003-ECB&PR dated 22.12.2003 and F. no. FX-1/3/2024-PR dated 24.01.2025 and as amended from time to time.

4. The appointment of the above mentioned Stenographers Grade 'D' will be governed by Central Secretariat Stenographers Service Rules, 2010 and Regulations made there under. The appointment will also be subject to terms and conditions contained in the notice of Stenographer Grade 'C' & 'D' Examination- 2024 published by SSC and the offer of appointment issued by DoPT.

Mridha
14.10.2025
(Chiranjib Mridha)

Under Secretary to the Government of India

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Distributions :

1. All Officials Concerned.
2. Pay and Account Office, MoEF&CC, New Delhi.
3. DDO (Cash), MoEF&CC, New Delhi.
4. PPS to JS (Admin)
5. OA to DS(P.II)
6. Under Secretary, CS.II(C), Department of Personnel and Training, Lok Nayak Bhawan, Khan Market, New Delhi.
7. Service Book / Personal File / Guard File.