

Most Immediate

**No. 03/03/2008-CSI(Trg.)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-I Section**

New Delhi, dated the 12th January, 2009

OFFICE MEMORANDUM

**Subject : Level 'B' Training Programme for Assistants of CSS
with 8 years approved service of the CSS at the ISTM
(02/2/2009 to 06/3/2009)**

The undersigned is directed to say that according to the Cadre Training Plan, Assistants of CSS with 8 years' approved service, are required to undergo mandatory Level 'B' Training Programme. This training is being conducted by the ISTM w.e.f. 02/02/2009 to 06/03/2009. Assistants with 8 years' approved service of CSS whose names are given in Annexure I have been nominated to participate in the above training programme. It is requested that these officers may be relieved of their duties accordingly and advised to report to Sh. Parth Vasaniya, Deputy Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 2nd February, 2009.

2. The above officers are being nominated to comply with the mandatory conditions for imparting training for holding higher responsibilities. As the training of the officer and successful completion is mandatory, the Cadre Authorities are requested to ensure that the officers nominated to the above training programme are relieved in time. **The performance of the officers in the training will be evaluated and the reports thereof would be added in their CR dossiers while considering for their next promotion.**

3. The Parliamentary Standing Committee on Home Affairs in its 83rd Report, has emphasized strongly for training CSS officers. In view of above, it is reiterated that no request for withdrawal of nomination either from the Ministry/Department or the officer concerned shall be entertained by this Department or the Institute as this would have an effect on their next promotion.

4. The aforesaid training includes study tour for which the officers nominated in **Annexure I** may be advised to draw necessary TA/DA advance of Rs. 14,000/- from respective Ministry/Department. This amount may be sanctioned in the name of nominated officers in the form of **Cash** and the same will be collected by ISTM from the participating officers.

P.T.O.

5. Confirmation with regard to the release of the officers along with their bio-data (Annexure-II) may please be sent to Sh. Parth Vasaniya, Deputy Director (Co-ordinator), ISTM, New Delhi by 20th January, 2009 at the aforesaid address with a copy to the undersigned. Sh. Parth Vasaniya, Deputy Director(Co-ordinator), ISTM, is accessible on Phone No.26102597(O).

Rseth
(Dr. REENA SETHI)

Under Secretary to the Govt. of India
Phone : 24629412

**All Cadres {Joint Secretary(Admn.) concerned}
Ministry/Department of
New Delhi.**

Copy forwarded to :-

- 1 Concerned Officers.
2. ISTM, (Sh.K S Kumar - Joint Director), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33083/1/2007-ISTM(Coord) dated 12th March, 2008.
3. ISTM, (Sh. Parth Vasaniya, Deputy Director/Co-ordinator), Administrative Block, Old JNU Campus, New Delhi. **It is requested that a list of officers who report for training on 2nd February, 2009 may please be furnished to this Department.**
4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi for information.
5. NIC for uploading on the web site of this Department (CSI Training Circular - Assistants)
6. SO(A), CSI Section,
7. Guard file

Rseth
(Dr. REENA SETHI)

Under Secretary to the Govt. of India
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Annexure I**Level 'B' Training for Assistants of CSS with 8 years
approved service of CSS (02/2/2009 to 06/3/2009)**

S. No.	NAME OF THE OFFICER Sh./Ms./Smt.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	Vishwa Nath Dwivedi	15.03.73	Home Affairs
2	V K Bhatt	04.09.55	Civil Aviation
3	Murlidhar Mishra Natwar	08.10.73	Civil Aviation
4	Zachariah Thomas	06.01.74	Human Resource Development
5	Satyender Kr Singh	24.07.76	Steel
6	Nirmal Chopra	01.02.51	Home Affairs
7	Vyomesh Paut	12.02.73	Home Affairs
8	J C Uppal	09.08.51	IP&P
9	Kailash Chand	26.12.69	IP&P
10	Vensi Devnani	09.01.52	Social Justice & Empowerment
11	A K Agarwal	14.12.71	Social Justice & Empowerment
12	Surender Kumar	10.04.54	Information & Broadcasting
13	Prasanta Saluja	07.04.51	Information & Broadcasting
14	Santosh Kumar	18.12.72	Information & Broadcasting
15	I A Kamal	22.07.73	Water Resources
16	Rajiv Nayan	01.01.73	Social Justice & Empowerment
17	N C Srivastava	15.03.52	Water Resources
18	Rakesh Kumar II	04.01.73	Water Resources
19	R P Sharma	06.12.58	U.P.S.C.
20	Subhash Chand	17.11.54	Information & Broadcasting
21	Rakesh Kumar	08.12.72	Information & Broadcasting
22	P P Singh	10.05.54	Posts
23	Deepak Dan Barnwal	17.09.73	Posts
24	R P Bhatia	30.05.55	Home Affairs
25	Unikrishnan T	28.05.72	Home Affairs
26	V K Aggarwal	29.07.51	Expenditure
27	Ram Prasad Maurya	18.10.58	Expenditure
28	B D Chawla	30.08.55	Expenditure

29	Shah Faiz Ahmed	01.07.74	Expenditure
30	Prabha Sharma	31.03.72	Defence
31	Prabha Agroyee	12.12.57	Home Affairs
32	Navin Kumar	29.03.73	Home Affairs
33	S K Chandha	24.01.57	Home Affairs
34	Priya Ranjan	14.10.72	Home Affairs
35	Indra Gupta	08.12.54	Human Resource Development
36	Manish Kr Srivastava	10.10.72	U.P.S.C.
37	Renu Bala Narang	20.01.52	Water Resources
38	Reeta Mahajan	12.10.51	Water Resources
39	Subhendu Hota	13.09.73	Water Resources
40	Achint Kumar	25.06.72	Defence
41	Sarita Sharma	02.10.53	Expenditure
42	Sanjeev Kr Bhagat	09.05.74	Expenditure
43	Aditya Narayan	01.04.72	U.P.S.C.
44	Hari Ram	25.03.55	Home Affairs
45	Mukesh Kumar	15.04.75	Home Affairs
46	A S Chauhan	01.01.56	Defence
47	Manjeet Kaur	30.01.56	Defence
48	Rakesh Pal	14.09.73	Information & Broadcasting
49	Rakhi Biswas	09.02.69	Defence
50	Mansha Ram	20.08.54	Planning Commission

ANNEXURE - II

CURRICULAM VITAE

1. Name of the Officer Nominated _____
2. Date of Birth _____
3. Designation & Scale of Pay _____
4. Office in which employed _____

5. Academic Qualification _____

6. Date of joining as Assistant
Year of Select List _____

7. Whether the nominee is a member Of SC/ST. If yes, please specify Yes/No
SC/ST
8. Previous Training undergone
(i) ISTM _____
(ii) Other Training Instt. _____
9. (i) Nominee _____
(ii) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Place of Office, Tele. No. _____
(iii) Residential Address _____
with Tele. No, if any. _____