

OFFICE MEMORANDUM

Subject: Assistant (Direct Recruits) Foundational Training Programme (ADR-FTP) during 2012-2013 at ISTM (Phase II- 24.06.2013 to 06.09.2013)-reg.

The undersigned is directed to say that the 93 direct recruit officers of Assistants' grade listed in Annexure-I are nominated to the Phase-II of the ADR-FTP to be held from 26.06.2013 to 06.09.2013. It is mandatory for all nominated Assistants to attend Phase-II Training Programme.

2. All the Assistants and Ministries/ Departments concerned may please see that all the nominated officers **shall stand relieved** from the concerned cadre units for the Phase-II of the aforesaid training. All the Ministries/ Departments may appreciate the importance of basic training in providing suitable skilled manpower to cadre-units and co-operate in implementing the revised design for imparting training to direct recruit Assistants and are requested to avoid issuing any directions to the nominated Assistants differing from those contained herein. It is imperative to note that all logistic arrangements in respect of these nominees have been made. Successful completion of training is mandatory for completing the probation by the DR Assistants and their confirmation.

3. Ministries/ Departments may advise the nominated Assistants to report at Institute of Secretariat Training & Management (ISTM) at 09:00 a.m on 24th June, 2013 for undergoing the Phase-II of ADR-FTP.

4. The officers nominated to the Foundational Training Programme at ISTM are advised to note the following conditions for compliance.

(a) The Foundational Training Programme is an intensive training Programme with classes conducted from 09:00 hours to 17:30 hours with the possibility of additional work beyond the office hours and also on week end/ holidays.

(b) The programme includes apart from class room inputs, village visit and Study tour outside Delhi of one week each. No exemption from tour is granted.

(c) No special arrangements are normally made for the participants during the village visit and the Study Tour except for the physically challenged persons.

(d) Any act(s) of indiscipline would be viewed seriously and will make the participant liable to be sent back to the parent office followed with further disciplinary action as may be deemed fit by the administrative Ministry concerned and/or CS Division of DOPT including extension of the period of probation, recovery of the cost of training from such participants.



(Parminder Singh)

Under Secretary to the Government of India

Tel. :- 2464 2705

To

1. All participating Ministries/ Departments of CSS (Admn. Division)
2. Assistants concerned.
3. ISTM (Shri K S Samrendra Nath, Joint Director), JNU Campus(old), New Delhi-110067

**List of Assistants (Direct Recruits) nominated for Phase-II of
ADR-FTP (24.06.2013 to 06.09.2013)**

Sl No.	Roll No.	Name (S/Shri/Smt/TA)	Cadre-Units
1	2201504710	Pradeep Kumar	Agriculture
2	3206042889	Rahul Kumar	Agriculture
3	2201553881	Vijay Singh Negi	Agriculture
4	3003010433	Manoj Singh Yadav	Agriculture
5	4410505109	Avik Das	Civil Aviation
6	4205500672	Anwarul Haque Ansari	Commerce
7	2405002952	Bijendra Singh	Commerce
8	4410003884	Manjeet Kumar Dutta	Commerce
9	2201016138	Kumar Sundaram	Consumer Affairs
10	2201503597	Rajat Dhama	Consumer Affairs
11	2201513288	Krishan Kumar	Culture
12	1601001210	Manpreet Singh	Culture
13	2201530056	Punit Malhotra	Culture
14	2201504006	Shikha Sharma	Culture
15	3206043801	Jitendra Kumar	Defence
16	2201504245	Keshav Sharma	Defence
17	2405006458	Madan Lal Meena	Defence
18	3010001405	Mohammad Israil	Defence
19	3201007716	Saket Sourav	Defence
20	2201017508	Chandan Kumar	Environment & Forest
21	2201012452	Pratibha Rahi	Expenditure
22	4205500024	Shailendra Kumar	Expenditure
23	1601507078	Lokendra Oriya	Fertilizers
24	1801501577	Gaurav Anand	Food & Public Distribution
25	2201531370	Salony Aren	Food & Public Distribution
26	2405523550	Gaurav Chaturvedi	Health & Family Welfare
27	3205010010	Kumar Yogesh	Health & Family Welfare
28	2201018508	Sumit Kumar	Health & Family Welfare
29	3206051314	Anuj Kumar	Higher Education
30	4205513362	Ashok Kumar Tanti	Higher Education
31	8002502051	Rai Singh Tarar	Higher Education
32	2201572300	Ramniwas	Higher Education
33	9001000517	Atul Kumar	Home Affairs
34	7204700711	Chauhan Raj Narendra	Home Affairs
35	7204505707	Dinesh Kumar Meena	Home Affairs
36	2405531022	Heera Lal Meena	Home Affairs
37	4410005174	Ranjit Kumar Shaw	Home Affairs
38	3206003737	Sudhir Kumar	Home Affairs
39	2201018617	Vineet Kumar	Home Affairs
40	7204701999	Anshu Kumar	I&B
41	3206047533	Anshu Mala	I&B
42	7208704249	Arun Choudhary	I&B
43	3010005685	Ashish kumar Shukla	I&B
44	4410542014	Bappa Dey	I&B

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45	4410005874	Esa Dutta	I&B
46	2201516595	Gajendra Singh	I&B
47	2201018671	Harish Bhandari	I&B
48	5601000056	K. Thangminlal	I&B
49	2201533842	Kapgoulian Vualzong	I&B
50	3003034951	Mukesh Kumar	I&B
51	2405010471	Mukesh Kumar Meena	I&B
52	9001002141	Pankaj Mathur	I&B
53	7204500189	Rajan Kumar	I&B
54	2201562930	Sandeep Kumar	I&B
55	7001706667	Saurav Singh Bhadouria	I&B
56	4410523812	Soumitra Biswas	I&B
57	2201506041	Sourabh Kumar	I&B
58	3206014957	Ram Narayan Singh	Industrial Policy & Promotion
59	3206047970	Rakesh Kumar Ranjan	IP&P
60	2002502741	Bibhuti Bhushan Sinha	Legal Affairs
61	4410006542	Debjyoti Biswas	Personnel & Training
62	8201000450	Geetha.M	Personnel & Training
63	3003003968	Mithlesh Singh	Personnel & Training
64	2201510209	Rohit Kumar	Personnel & Training
65	2201569532	Sumit Arora	Personnel & Training
66	2201001263	Sushil Kumar	Personnel & Training
67	2201028062	P Srikanth Ghanasham	Road Transport & Highways
68	2201005642	Manmohan Verma	Science & Technology
69	2201030572	Vivek Prakash	Science & Technology
70	8002009266	Chandandeeekshith Goli	Secondary & Higher Education
71	5105600651	Ratnamani Singh	Secondary & Higher Education
72	7204506323	Sudesh Taak	Secondary & Higher Education
73	3009003958	Sushant Shukla	Secondary & Higher Education
74	2201543598	Suhas Bhuyan	Social Justice
75	2201500384	Amar Nath	Telecommunication
76	3001017843	Anurag Sharma	Telecommunication
77	3206053642	Chandan Kumar Sinha	Telecommunication
78	2405501938	Deepak Kumar Singh	Telecommunication
79	2201576815	Kailash Singh Panwar	Telecommunication
80	2201523495	Virender Kumar	Telecommunication
81	2201510357	Akansha	UPSC
82	7204504042	Baiju Kumar	UPSC
83	9004500266	Joginder Singh	UPSC
84	3009020661	Vinod Kumar Rawat	UPSC
85	3003004866	Ajit Kumar	Urban Development
86	2201534570	Jai Shankar Prasad	Urban Development
87	6006002321	Pinkesh Jain	Urban Development
88	3206042590	Rana Satyam Kumar Singh	Urban Development
89	7204505125	Rashi Kumari	Urban Development
90	2405504256	Ravi Shankar Rawat	Urban Development
91	4410501323	Shiv Kumar Mishra	Urban Development
92	2201526740	Subhash Chutia	Urban Development
93	3013020723	Manish Kumar	Water Resources

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