

Immediate

**No. 8/4/2020-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)**

**Lok Nayak Bhavan, New Delhi
Dated the 9th October, 2020**

OFFICE MEMORANDUM

Subject: ONLINE Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 19/10/2020 to 20/11/2020 (96th Batch).

The undersigned is directed to inform that Officers whose names are given in Annexure I, have been nominated to participate in the mandatory Level 'B' Training Programme being conducted by ISTM w.e.f. 19/10/2020 to 20/11/2020. The training will be conducted online by ISTM and the participants are not required to visit ISTM in person for the same. The online training will be accessible through mobile or laptop/desktop as per the convenience of the participant.

2. The training of the officers and its successful completion is mandatory as per DOP&T Notification G.S.R.483(E) dated 12th July 2013. The performance of the officers in the training will be evaluated and the reports added in their APARs while considering their promotion. No request for withdrawal/exemption either from the Ministry/Department or the officer concerned shall be entertained except on the grounds indicated in DOP&T OM No.T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016. The officials who do not attend or successfully complete the Level 'B' training programme, will be liable to debarment and denial of promotion as envisaged in the above O.M. The provisions of exemption from the training mentioned in the above O.M. are reproduced below:

- (i) All phases of the Mandatory Cadre Training / In-Service Training Programme shall be attended by all officers in the first chance when it falls due. CSS officer/official will be given a maximum of two chances to complete each level of the mandatory Cadre Training Programme available to them.
- (ii) Postponement of participation from the **first chance to second chance** would be allowed only with the prior approval of DoPT. However, such approval for postponement of participation does not entitle the officer to obtain the respective promotion/grade/increment in relaxation of the Rules. It is reiterated that the officer will be entitled for the respective promotion/grade/increment only after he/she successfully completes the respective cadre training programme for CSS.
- (iii) Postponement of participation from the **First chance to Second chance** would be allowed by DoPT only in the case of rare and extraordinary circumstances, which are defined as under:
 - (a) Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' or nominated by DoP&T.
 - (b) Medical reasons of self or immediate family members, i.e., the officer himself/herself, his/her parents, spouse, children of the officer and parents-in-law of the Officer.



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- (c) Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
 - (d) Child care leave approved by competent authority.
 - (e) Marriage of self/the children.
 - (f) Officers on Election duty.
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- (iv) CSS Officer deputed by Government of India to a foreign assignment may be permitted to attend the mandatory training on return from such assignment for promotion to next grade.
 - (v) Officers of CSS cadre who have less than two years of service left for superannuation as on 1st July of the financial year in which the training is actually conducted, would be exempted from mandatory training.
 - (vi) The officers who do not attend the mandatory training programmes even after two nominations of CS Division, shall be debarred for future training programmes under the Cadre Training Plan.
 - (vii) Failure to attend any level of the mandatory training Programme in the 'two-chance window' provided would mandatorily attract the consequences laid down in the rules and guidelines relating to CSS services, with no exception.
 - (viii) In addition, administrative action may be taken to deny grant of promotion to such debarred officers.
 - (ix) In the case of officers leaving the training, in between the programme, other than on medical grounds, the entire cost of training shall be recovered from such officer for non-completion of training.
 - (x) **Authority empowered to permit postponement:** The cases relating to postponement will be handled by CS Division of DOPT. The postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division). No postponement may be permissible beyond 2nd chance. In exceptional cases, Secretary (P) can give permission beyond 2nd chance if the officer is not able to attend the training on a case to case basis.
 - (xi) The officer nominated for training shall be relieved for training by the respective Ministries/Departments/Organisations as it is mandatory, unless exemption is granted as applicable under rules by DOPT.
 - (xii) The officers who have been nominated by CS Division of DOPT under 2nd chance shall attend the training compulsorily and would be deemed to have been relieved for the purpose by the respective Ministries/Department.

3. Henceforth, all CSS officers, will get a maximum of two nomination chances to complete the mandatory trainings at various levels. The second nomination will be considered only under the circumstances mentioned in para 2 (iii) above.

4. The online Level B training does not involve any study tour. Hence, no TA/DA shall be admissible to any participant.

5. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The link is <http://www.istm.gov.in/lms/registration>. Confirmation with regard to the participation of the officers (after updating officers' particulars online on CMS) may please be sent to Course Director of ISTM. **Shri Rajesh Singh, Deputy Director, Telephone: 26737516 (O) Mob.9643580896.**



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6. The nominated officers may please be relieved of their duties and advised to contact the above Course Directors of ISTM for further details regarding online link etc. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.



(P. Bairagi Sahu)

Under Secretary to Government of India

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To

**Joint Secretary(Admn.) of
the concerned Ministries/Departments
New Delhi.**

Copy forwarded for information and necessary action to :-

1. ,ISTM, Shri Rajesh Singh, Deputy Director (Course Director), Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on 19th October, 2020 may please be furnished to this Department next day positively.
2. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi, (Shri Syed Imran Ahmed, DS).
3. Officer concerned.
4. US, CS-I (A), DOP&T (for information).
5. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
6. Website of this Department (www.persmin.nic.in<DOPT<Central Secretariat< CSS< Training Nomination Circulars<Assistants)



(S. Satheesan)

Section Officer

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**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
19/10/2020 TO 20/11/2020 (96th Batch)**

1	2011	Gulshan Kumar	28-07-1986	Posts
2	2011	Lily Pal	09-02-1987	Textiles
3	2011	Satish Mohan	11-12-1984	Secondary & Hr. Education
4	2011	Manjeet	14-08-1986	Defence
5	2011	Vyomendra	01-09-1984	IP&P
6	2011	Sukriti	25-11-1980	Petroleum & Natural Gas
7	2011	Shashi Ranjan Alwela	16-01-1988	H & UA
8	2011	Dinesh Kumar	02-06-1984	Personnel & Training
9	2011	Vishanu Kumar Meena	15-01-1990	Heavy Industries
10	2011	Gaurav Tangoria	25-12-1984	Food Processing Industries
11	2011	Bharat Kumar	07-11-1989	Heavy Industries
12	2011	Rekha Pawar	02-01-1986	Culture
13	2011	Prashant kumar	08-02-1988	Posts
14	2011	Sushil Kumar	30-09-1985	Personnel & Training
15	2011	Ritu	01-10-1988	Road Transport & Highways
16	2011	Dinesh Kumar Meena	10-07-1981	Home Affairs
17	2011	Nikul	09-11-1988	Environment & Forests
18	2011	Rajesh Meena	15-05-1987	Personnel & Training
19	2011	Lokendra Oriya	02-09-1983	PMO
20	2011	Jatin Bansiwala	24-06-1986	Health & Family Welfare
21	2011	Rajendra Kumar Meena	02-02-1988	Agriculture
22	2011	Amar Nath	20-08-1988	Telecommunication
23	2011	Wanglum Fameson Anal	23-11-1980	Commerce
24	2011	Seema Rani	27-01-1985	H & UA
25	2011	Ranjit Kumar Shaw	26-02-1987	Home Affairs
26	2011	Krishan Kumar	01-06-1987	Culture
27	2011	Bhavishya Kumar Azad	31-05-1984	Civil Aviation
28	2011	K. Thangminlal	02-10-1985	I&B
29	2011	Heera Lal Meena	05-08-1987	DONER
30	2011	Lamkhogin Haokip	15-03-1989	H & UA
31	2011	Ajay Kumar Meena	05-09-1984	PMO(MHA)
32	2011	Joyful zawlthanglien Khawzawl	04-07-1986	UPSC
33	2011	Vinod Kumar Meena	05-01-1988	Home Affairs
34	2011	Madan Lal Meena	10-05-1987	Defence
35	2011	Kamlesh Kumar Meena	07-07-1988	Commerce
36	2011	Mithlesh singh	01-03-1982	Personnel & Training
37	2011	Rajeev Meena	01-01-1991	Health & Family Welfare
38	2011	Mahendra Kumar Meena	13-06-1990	Civil Aviation
39	2011	Ramniwas	06-07-1984	Secondary & Hr. Education
40	2011	Navneet Sharma	04-04-1986	Secondary & Hr. Education
41	2011	Md Anwarul Haque Ansari	08-04-1982	Commerce
42	2011	Vishnu S. Nair	16-01-1986	MSME
43	2011	Ashok Kumar Tanti	10-12-1979	Secondary & Hr. Education
44	2011	Mahipal	10-05-1986	Defence
45	2011	Ajay Giri	30-01-1985	DoP&T

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