

Most Immediate

**No.08/12/2011-CS.I(Trg)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi**

Dated the 16th September, 2011

OFFICE MEMORANDUM

**Subject : Backlog Training Programme for adhoc Section Officers at
ISTM for the period 10/10/2011 to 21/10/2011.**

The undersigned is directed to inform that adhoc Section Officers, whose names are given in **Annexure I**, have been nominated for the above mentioned Backlog Training Programme. This training is being conducted by ISTM w.e.f. **10/10/2011 to 21/10/2011**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri R. K. Kundi, Deputy Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 10th October, 2011**.

2. **The performance of the officials in the training will be evaluated and the reports thereof be added in their APARs.** 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 the instant training is meant for officers who have not undergone the Level 'B' training and those who are not above the age of 58 years as on July 2011, the Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time

3. As the aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of Rs. 12,000/- each from their respective Ministry/Department. This amount may be released in **Cash** only.

4. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **26th September, 2011** to **Shri Sandeep Mukherjee, Deputy Director** (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Sandeep Mukherjee, Deputy Director(Co-ordinator) ISTM is accessible on phone No. 26185310 (O).


(**Vidyadhar Jha**)


Under Secretary to Government of India
Tele. : 24624046

To

Min/Dept. of
Joint Secretary (Estt./Admn.)
New Delhi.

Copy forwarded to :-

1. Officers concerned.
2. ISTM, (Sh. K. Govindarajulu- Dy. Director(Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33090/01/2005-ISTM(Coord) dated 17th June, 2011.
3. ISTM, (Shri Sundeep Mukherjee, Dy. Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **10th October, 2011** may please be furnished to this Department next day positively.
4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi for information.
5. CSI(S) Section, DOP&T, LN Bhawan, New Delhi
6. Guard File.
7. Web site of this Department (**www.persmin.nic.in<CS Division<CSS<Training Circulars<Assistants.**)



(Vidyadhar Jha)

Under Secretary to Government of India

Tele. : 24624046

**Training Programme for untrained adhoc Section Officers to be held at ISTM
(10/10/2011 to 21/10/2011)**

Sl. No.	Asst. SL Yr.	Name (S/Shri/Smt/Ms)	D.O.B.	Ministry/Department
1	1999	Vikrant Verma	11.09.1974	UPSC
2	1999	Naresh Kumar Gupta	28.10.1955	UPSC
3	1999	Darshan Lal	12.02.1955	UPSC
4	1999	Viren Singh	24.07.1955	UPSC
5	1998	S. Subramanian	09.70.1953	Expenditure
6	1998	A K Bhasin	08.10.1953	Expenditure
7	1998	C R Srinivas	01.01.1958	Health & Family Welfare
8	1998	Gya Prasad	25.02.1970	Health & Family Welfare
9	1998	Pushpa Rani Bhutani	02.06.1957	Health & Family Welfare
10	1998	Sabak Lal Prasad	05.05.1973	Health & Family Welfare
11	1998	Kiran Kotwal	22.10.1956	Information & Broadcasting
12	1998	Saroj Kapoor	02.02.1958	Information & Broadcasting
13	1998	Shambhu Nath Pal	01.05.1972	Information & Broadcasting
14	1998	A. Chandrika Nair	28.04.1972	Information & Broadcasting
15	1998	Rajesh Kr. Yadav	03.07.1974	Information & Broadcasting
16	1998	Ashok Kumar Shan		Higher Education
17	1998	Urmila Balchandani		Higher Education
18	1998	Rakesh Kumar	24.08.1975	Higher Education
19	1998	M. L. Tiwari	21.02.1964	Social Justice & Empowerment
20	1997	Shashi Arora	15.08.1955	Information & Broadcasting
21	1997	D Anand	06.11.1969	Planning Commission
22	1997	Linus Kujur	22.12.1956	Home Affairs
23	1997	K J Singh		Higher Education
24	1997	Pushpa V. Nandanvar		Defence
25	1996	Dhrambir Singh	17.05.1954	Commerce
26	1996	Surendra Karai	05.09.1959	Defence
27	1996	Sanjay Rawat	21.07.1973	Expenditure
28	1996	Sanjeet Kumar Bhagat	09.05.1974	Expenditure
29	1996	Shambhu Kumar	30.06.1970	Revenue
30	1996	S. Kerketta	26.10.1954	Health & Family Welfare
31	1996	S. K. Chadha	24.01.1957	Home Affairs
32	1996	Bhawani Kirola	04.09.1953	Industrial Policy & Promotion
33	1996	Hari Ram	25.03.1955	DOP&T
34	1996	Mh. Ayub	08.06.1974	DOP&T
35	1996	A.D. Hedau	14.10.1957	DOP&T
36	1996	Mukut Saikia	05.09.1969	DOP&T
37	1996	Virendra Kumar	20.10.1954	Posts
38	1996	D. K. Chanda	23.10.1954	Posts
39	1996	Prativa Kerketta	20.06.1958	Supply
40	1996	Sabitri Bhagat	06/01/1961	Supply

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**
Select List year _____

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) Office Address
Ministry/Department _____
Name of Building & Room No. _____
Place of Office, Tele. No. _____
(ii) Residential Address
with Tele. No, _____
e-mail, if any. _____