

**Most Immediate**

**No.08/11/2011-CSI(T)-Vol.II  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
New Delhi**

Dated the 7<sup>th</sup> December, 2011

**OFFICE MEMORANDUM**

**Subject : Backlog Training Programme for U.D.Cs/Assistants at ISTM  
for the period 16/01/2012 to 27/01/2012.**

The undersigned is directed to inform that UDCs upgraded to the post of Assistant, 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. **16/01/2012 to 27/01/2012**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Smt Manisha Bhatnagar, Deputy Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 16<sup>th</sup> January, 2012**.

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 training of the officials and successful completion is necessary for regularization/promotion, the Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time.

3. The aforesaid training includes study tour and officers nominated above may be advised to draw necessary TA/DA advance of Rs. 15,000/- 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 at the earliest to Smt Manisha Bhatnagar, Deputy Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Smt Manisha Bhatnagar, Deputy Director(Co-ordinator) ISTM is accessible on phone No. 26175590.

  
( **Vidyadhar Jha** )

Under Secretary to Government of India  
Tele. : 24624046

To

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

Copy forwarded to :-

1. 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 17<sup>th</sup> June, 2011.
2. ISTM, (Smt Manisha Bhatnagar, Deputy Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **16<sup>th</sup> January, 2012** may please be furnished to this Department next day positively.
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi for information.
4. CSII(B) Section, DOP&T, LN Bhawan, New Delhi
5. Guard File.
6. Web site of this Department ([www.persmin.nic.in](http://www.persmin.nic.in)>DOPT>Central Secretariat >  
CSS/Training Nomination Circulars/UDC)



( **Vidyadhar Jha** )

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**Annexure I****Training Programme for UDCs upgraded as Assistants to be held at ISTM  
( 16/01/2012 to 27/01/2012 )**

Sl. No.	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1.	Sanjay Kumar	10/08/1969	Home Affairs
2.	Seema Ahuja	17/04/1960	Law
3.	Lok Ram	11/10/1957	Law
4.	Hamsa Ravishankar	18/09/1968	Law
5.	Narinder Kumar	18/06/1968	Food
6.	Jagdish Singh Bani	01/01/1959	Defence
7.	Satish Kumar	25/01/1969	Steel
8.	Zile Singh	24/06/1955	Agriculture & Cooperation
9.	Dilbar Singh Rawat	03/08/1956	Agriculture & Cooperation
10.	Shubalakshmi E.	29/12/1964	Dte. of Estates(UD)
11.	Amita Chauhan	07/05/1967	Dte. of Estates(UD)
12.	Vijay Kumar Bhatia	08/04/1969	Dte. of Estates(UD)
13.	Inderjeet Kaur	14/06/1961	Information & Broadcasting
14.	Pawan Kumar Jain	25/05/1961	Information & Broadcasting
15.	Promila Nayal	17/05/1960	All India Radio(PB)
16.	Bijendra Kumar	22/12/1968	Information & Broadcasting
17.	Sanjeev Mukhija	24/07/1970	Defence
18.	Subhashini T.	21/05/1966	Urban Dev.
19.	C.S. Bhola	02/05/1962	Doordarshan(PB)
20.	Madhaba Chandra Dakua	20/04/1965	Doordarshan(PB)
21.	Deva Priya M.	13/02/1968	Doordarshan(PB)
22.	Chinta Mani	21/03/1963	Steel
23.	Anuradha Bhadwal	05/03/1971	Rural Dev.
24.	Krishan Pal	02/12/1969	Urban Development
25.	M.M. Singh Bist	24/06/1963	Urban Development
26.	Vinay Kumar	01/09/1971	Defence
27.	Veena Maini	23/09/1963	Social Justice & Empowerment
28.	Dhiraj Singh	07/07/1960	Social Justice & Empowerment
29.	Kamraj Malik	14/01/1966	Social Justice & Empowerment
30.	Bala Nageshwara Rao	12/04/1968	Dte. of Estates(UD)
31.	Ved Prakash Mongia	25/11/1969	CPWD(UD)
32.	Katyayani Kulkarni	14/09/1968	CPWD(UD)
33.	Rakesh Pandey	20/02/1965	Information & Broadcasting
34.	Anil Kumar	28/07/1955	Doordarshan(PB)
35.	Davinder Kumar	15/01/1958	All India Radio(PB)
36.	Geetha Ashok	03/06/1967	Defence
37.	Jaipal Singh	22/07/1968	Urban Development
38.	Madhu Puri	04/09/1967	Urban Development
39.	Anita Scindia	02/04/1969	Urban Development
40.	Vipinder Chander Chamoli	20/10/1966	Urban Development

**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 UDC  
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. \_\_\_\_\_