

Most Immediate

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

Dated the 1st November, 2011

OFFICE MEMORANDUM

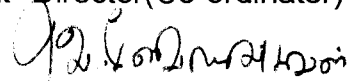
**Subject : Backlog Training Programme for U.D.Cs/Assistants at ISTM
for the period 05/12/2011 to 16/12/2011 (Batch I).**

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. **05/12/2011 to 16/12/2011**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri G D Chawla, Assistant Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 5th December, 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 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.

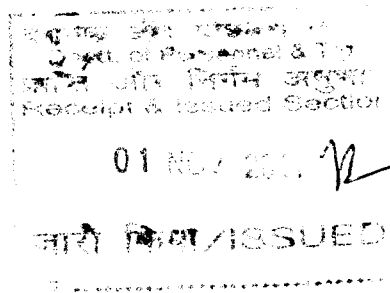
4. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **11th November 2011** to Shri G D Chawla, Assistant Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri G D Chawla, Assistant Director(Co-ordinator) ISTM is accessible on phone No. 26165593 (O).


(**V Srinivasaragavan**)

Under Secretary to Government of India

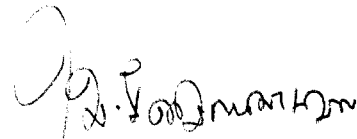
Tele. : 24629412

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 G D Chawla, Assistant Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **5th December, 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. CSII(B) Section, DOP&T, LN Bhawan, New Delhi
6. Guard File.
7. Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat >
CSS/Training Nomination Circulars/UDC)



(**V Srinivasaragavan**)

Under Secretary to Government of India

Tele. : 24629412



Annexure I**Training Programme for UDCs upgraded as Assistants to be held at ISTM
(05/12/2011 to 16/12/2011) Batch I**

Sl. No.	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1.	Neelam Mehrotra	02/10/1963	Information & Broadcasting
2.	Hari Kumar	01/01/1961	Information & Broadcasting
3.	P K S Subramaniam	22/06/1968	Information & Broadcasting
4.	Sudarshan Kumar Patharia	20/05/1965	Home Affairs
5.	Hari Kumar P	26/04/1963	Home Affairs
6.	Deepa Sriya Bhatnagar	04/03/1965	Higher Education
7.	Rakesh Chander	14/05/1965	Youth Affairs & Sports
8.	Bheem Singh Ujwal	01/08/1955	Youth Affairs & Sports
9.	Hem Chandra Jha	12/01/1967	Culture
10.	Raj Kumar Gaur	30/12/1962	Higher Education
11.	Sumita Budhiraja	21/07/1970	Higher Education
12.	Ramesh Sirvastava	13/08/1964	Home Affairs
13.	Deborah Umesh	08/12/1967	DoP&T
14.	R Lakshmi Prabha	26/05/1965	DoP&T
15.	Krishan Kumar Sharma	30/09/1958	DoP&T
16.	Kalam Singh Zogta	12/09/1953	UPSC
17.	Sushil Kumar Goel	05/02/1962	UPSC
18.	Pawan Kumar Gupta	02/01/1965	UPSC
19.	Sujatha V P	30/05/1968	UPSC
20.	Avtar Singh	23/09/1960	Information & Broadcasting
21.	Satya Pal	30/05/1959	Doordarshan(PB)
22.	Meenakshi Shankar	09/02/1968	Doordarshan(PB)
23.	Ram Krishan-1	30/12/1954	UPSC
24.	Bela Sahni	05/12/1966	Expenditure
25.	Sunita Kanojia	28/09/1968	Expenditure
26.	Gautam Bhattacharjee	16/09/1968	Expenditure
27.	Kamal Nain	11/07/1968	Higher Education
28.	Kalpana Gupta	22/08/1965	Culture
29.	Mohan Lal Sharma	14/12/1957	Higher Education
30.	Asokan D.	25/08/1963	Culture
31.	Praveen Kumar	26/04/1967	Culture
32.	Ram Narain	01/07/1956	Power
33.	P Laxmi	29/05/1965	Power
34.	Anil Kumar Sharma	21/01/1963	Power
35.	Paritosh Gupta	06/09/1964	Power
36.	Manminder Kaur	04/10/1954	Social Justice&Empowerment
37.	D B Singh	01/10/1960	Petroleum & Natural Gas
38.	Laj Chawla	08/06/1955	Petroleum & Natural Gas
39.	V K Chauhan	05/01/1967	Defence
40.	Rakesh Kumar	09/09/1967	Defence

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. _____