

**No.8/4/2012-CS-I(Trg.)-Vol.III**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**Department of Personnel & Training**

Lok Nayak Bhavan, New Delhi  
Dated, the 7<sup>th</sup> November, 2012

**OFFICE MEMORANDUM**

**Subject : Level 'D' Training Programme for Section Officers in the  
zone of promotion for Grade I(US) of the CSS at the ISTM  
(17/12/2012 to 08/02/2013)**

The undersigned is directed to inform that Section Officers/adhoc Under Secretaries of the CSS whose names are given in **Annexure- I** have been nominated to participate in the Level 'D' Training Programme being conducted by ISTM w.e.f. **17/12/2012 to 08/02/2013** as enjoined in **Cadre Training Plan** for the CSS officers. The officers mentioned in **Annexure-I** may be relieved of their duties and advised to report to **Shri Satyajit Mishra, Joint Director (Co-ordinator)**, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 **at 9 A.M. on 17<sup>th</sup> December, 2012 without fail.**

2. As the training of the officers and its successful completion is mandatory as per DOP&T Notification **G.S.R.197(E) dated 19<sup>th</sup> March 2010**, the Cadre Authorities are requested to ensure that the officers nominated to the above programme are **relieved in time**. **The performance of the officers in the training will be evaluated and the reports be added in their APARs while considering their promotion.** 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 this would adversely affect the promotion of the officers. **The officers who do not attend or successfully complete the Level 'D' training programme will be liable to debarment and denial of promotion as envisaged in DOP&T OM No.1/1/2009-CS.I(Trg) dated 24.02.2010 and OM No.8/11/2010-CSI(Trg) dated 05.04.2010.**

3. The aforesaid training includes study tour as well as field visit outside Delhi. Officers nominated in **Annexure I** may be advised to draw necessary TA/DA advance of **Rs. 70,000/-** (Rs. 15,000/- for study tour and Rs. 55,000/- for the field visit in states) from their respective Ministry/Department. This amount may be sanctioned in the name of nominated officers in the form of Cash and the same will be collected by ISTM from the participating officers.

P.T.O.

4. Confirmation with regard to the participation of the officers along with their bio-data (**Annexure-II**) may please be sent by **20<sup>th</sup> November, 2012** to **Shri Satyajit Mishra, Joint Director** (Co-ordinator) ISTM, New Delhi, with a copy to the undersigned. **Shri Satyajit Mishra, Joint Director** (Co-ordinator), ISTM, is accessible on phone No. 26161375 (O).



( **Vidyadhar Jha** )

Under Secretary to Government of India

Tele. : 24624046

To

**Ministry/Department of  
{Joint Secretary(Admn.) concerned}**

**New Delhi.**

Copy forwarded for information and necessary action to : -

1. ISTM, (**Shri Satyajit Mishra, Joint Director**) Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers who report for training on 17<sup>th</sup> December, 2012 may please be furnished to this Department next day positively. (ER Sheets of the participants may also be got filled up, as already requested vide DOP&T Letter No.21/36/2006-CS.I(C) dated 2<sup>nd</sup> July 2009.)**
2. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
3. PA to Director(CSI)
4. **US(U), CSI Section, DOP&T – For confirming the training status of the officers while considering their Promotion.**
5. Guard file.
6. Web site of this Department (**www.persmin.nic.in>DOPT>Central Secretariat>CSS/Training Nomination Circulars/SO**)



( **Vidyadhar Jha** )

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**Annexure I****Level 'D' Training Programme to be held at ISTM  
(17-12-2012 to 08-02-2012)**

S. N	CSL No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	6830	AIBARAN SINGH	18/02/1965	Food & PD
2	6838	ASHWANI KUMAR	04/02/1964	Overseas Indian Affairs
3	7045	S.K. KHURANA	14/04/1967	Rural Development
4	7061	BIJOY SAMANTA	06/06/1965	DOP&T
5	7088	SUSHMA BATRA	08/09/1976	Health & FW
6	7096	KIRAN MISRA	10/07/1970	Power
7	7100	M SOORIYANARAYANAN	02/01/1957	Food & PD/Overseas Indian Affairs
8	7106	RAKHEE SADHU	01/05/1971	UPSC/Civil Aviation
9	7120	RAJEEV KUMAR	18/10/1975	Home Affairs/Commerce
10	7123	A.K. PANDEY	20/07/1966	Legal Affairs/RTH
11	7141	ANIL KUMAR	29/07/1967	PMO/MHA
12	7144	ANIL GAIROLA	14/05/1970	UD/Higher Education
13	7145	S.K. DAHIYA	19/09/1967	Food & PD/Water Resources
14	7146	DALBIR SINGH	06/10/1970	Eco. Affairs/Higher Education
15	7147	Ms. MEENA PILLAI	15/03/1965	Defence/Commerce
16	7149	K. SRINIVASU	13/05/1965	Biotechnology/IPP
17	7150	ATUL KUMAR SINGH	25/02/1969	Steel/Labour & Employment
18	7151	A.K. VASHIST	29/07/1965	Telecomm./Agri.&Cooperation
19	7152	VARINA NATHANI	29/03/1974	Telecomm./Planning Comm.
20	7156	VINOD KUMAR	13/02/1971	Home Affairs
21	7157	RAJINDER KUMAR	26/01/1964	Home Affairs
22	7161	BINOD KUMAR	01/01/1965	SSC/IPP
23	7162	MANMOHAN	15/11/1963	Economic Affairs/Defence
24	7164	ANOOP SINGH BISHT	09/09/1972	Stat.&Prog. Imp./Power
25	7166	SUJIT KUMAR	15/08/1973	UD/Higher Education
26	7170	SUSRUTA SAMANTA	22/09/1973	UD/Home Affairs
27	7171	SAMSUL HAQUE	01/02/1966	Culture
28	7172	AMRESH KUMAR JHA	14/11/1972	Food&PD /Agri.& Cooperation
29	7175	VINESH PACHNANDA	01/12/1966	Lab.& Emp./Revenue
30	7176	RAKESH KUMAR	05/03/1974	Water Resources/Corp. Affairs
31	7178	ANIL KUMAR	15/12/1974	Financial Services/UPSC
32	7180	TIRTH RAM	25/03/1969	Higher Education/Fin.Services
33	7181	SURINDER KUMAR	10/04/1968	UPSC/MSME
34	7182	VIKASH JAITLEY	23/09/1974	Home Affairs/Commerce(Supply)
35	7186	SHANKRA NAND BHARTI	03/08/1970	Revenue
36	7187	M.K. HARIKUMAR	31/05/1968	DOP&T
37	7189	ALOK KUMAR	08/06/1968	Commerce
38	7190	GULVEENA BADHAN	17/04/1970	Planning Commission
39	7192	SUNIL KUMAR MISHRA	10/05/1972	Posts/Economic Affairs
40	7194	SUNITA	15/08/1971	Expenditure
41	7195	SHANKER CHOUDHARY	02/04/1964	Social Justice & Emp./Shipping
42	7199	SAMEER SINHA	12/10/1965	Commerce/Women &CD
43	7200	KUMAR MANOJ KASHYAP	16/08/1969	UD/Home Affairs
44	7203	SHIBATOSH BANERJEE	08/05/1966	I&B
45	7206	BIPLAB KUMAR NASKAR	14/01/1971	Revenue

**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 Section Officer  
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  
(a) ISTM \_\_\_\_\_  
(b) Other Training Institute \_\_\_\_\_
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. \_\_\_\_\_