

Most Immediate

**No.8/2/2013-CSI(Trg.)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training**

2nd Floor, Lok Nayak Bhavan, New Delhi

Dated the 3rd May, 2013

OFFICE MEMORANDUM

**Subject : Level 'A' Training Programme at the ISTM - re-nomination
regarding (17/06/2013 to 12/07/2013)**

The undersigned is directed to inform that UDCs whose particulars are given below, have been **re-nominated**, for the above mentioned **Level 'A' Training Programme** which is being conducted by ISTM w.e.f. **17/06/2013 to 12/07/2013**.

S. No	NAME Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Deptt.
1	J Ruth Salomi **	22.05.1966	Expenditure
2	Lal Singh **	01.07.1966	Expenditure
3	Sashi Sekhar Mehto **	03.01.1959	IPP
4	K S Subhalakshmi *	19.11.1961	H&FW
5	Manjit Singh *	08.01.1972	H&FW
6	V J Sridhar *	16.07.1968	H&FW
7	Suresh Kumar *	12.01.1971	Urban Development
8	V D Rayal *	01.07.1971	Expenditure
9	Tarun Gupta *	01.05.1970	Coal
10	Ashwini Kumar *	14.12.1976	RT&H
11	Ashok Kumar *	29.07.1973	Expenditure
12	K L Prasanna *	14.01.1966	Expenditure
13	Bal Krishan Bhardwaj *	07.08.1961	I&B
14	C M Rao *	12.07.1966	SJ&E
15	Subra Das *	03.04.1962	SJ&E
16	Durga Nand Jha *	12.01.1974	I&B

****Last & Final chance * Second chance**

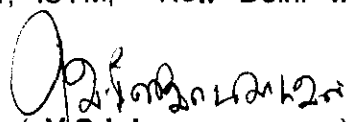
2. The above officials have been re-nominated **in order to comply with the mandatory conditions for imparting training for holding higher responsibilities. These officers are given another chance (** last & final) for the successful completion of the mandatory Level 'A' training programme.** The concerned authorities are therefore requested that the officers may be relieved of their duties without fail and advised to report to **Ms Manisha Bhatnagar, Deputy Director/Course Co-ordinator, ISTM, Administrative Block, JNU Campus (Old), New Delhi at 9 A.M. on 17th June, 2013.**

P.T.O.

3. In case these officials are not relieved by the concerned Ministry/Deptt. or in case any of them does not complete the training successfully, such non-attending of the training or not completing the training successfully would **result in debarment from future mandatory training modules, which will impact their next promotion adversely apart from any other action as deemed necessary as stipulated in this Department OMs No.1/1/2009-CSI(Trg) dated 24.2.2010 and 8/11/2010-CS.I(Trg) dated 5.4.2010.**

4. As the aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of **Rs.15,000/-** from their respective Ministry/ Department. This amount may be sanctioned in the name of nominated officers and the same will be collected by ISTM from the participating officers.

5. Confirmation with regard to the participation of the officers along with their respective bio-data(Annexure-II) may please be sent at the earliest to **Ms Manisha Bhatnagar, Deputy Director/Course Co-ordinator, ISTM, New Delhi** who is accessible on Phone No.26175590 (O).


(V Srinivasaragavan)

Under Secretary to Government of India
Tele. : 24629412

To

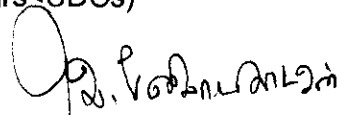
**Ministry/Department of
{Joint Secretary(Admn.) concerned}**



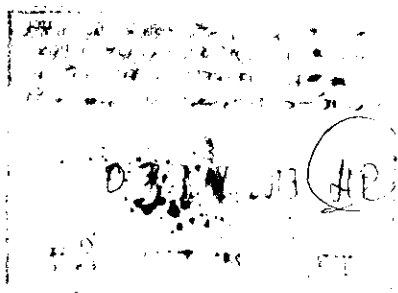
New Delhi.

Copy forwarded for information and necessary action to :-

1. ISTM, (Shri Satyajit Mishra, Joint Director) Administrative Block, Old JNU Campus, New Delhi-110067 w.r.t. their OM No. A-33090/01/2005-ISTM(Coord) dated 26th April, 2013. **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 2/7/2009.**
2. **ISTM, Ms Manisha Bhatnagar, Deputy Director/Course Co-ordinator, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on 17th June, 2013 may please be furnished to this Department next day positively.**
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
4. CS.II(B) Section, DOP&T, LN Bhawan, ND – **Kindly confirm the training status of the officers before considering their promotion.**
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<UDCs)
7. Guard File.


(V Srinivasaragavan)

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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.	_____