

Most Immediate

**No.08/02/2011-CS.I(Trg)-Vol.III
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS.I Training**

Lok Nayak Bhawan, New Delhi
Dated the 7th December, 2011

OFFICE MEMORANDUM

Subject : Level 'A' Training Programme at ISTM for U.D.Cs with 5 years' approved service in the grade (02/01/2012 to 27/01/2012).

The undersigned is directed to inform that UDCs/adhoc Assistants, whose names are given in **Annexure I**, have been nominated for the Level 'A' Training Programme conducted by ISTM w.e.f. **02/01/2012 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 Shri G. D. Chawla, Assistant Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 02nd January, 2012**.

2. **The performance of the officials in the training, as evaluated and reported by ISTM thereof, may 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 promotion/regularization, 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 the 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 and the same shall be collected by ISTM from the participating officials.

4. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **20th December, 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).


(**Vidyadhar Jha**)

Under Secretary to the 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-33090/1/2005-ISTM(Coord) dated 17th June, 2011.
2. 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 **02nd 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>DOPT>Central Secretariat>CSS/Training Nomination Circulars/Assistant)



(**Vidyadhar Jha**)

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Tele. : 24624046

**Level 'A' CSS Cadre Training Programme for UDCs
with 5 years approved service in the Grade at ISTM
(02/01/2012 to 27/01/2012)**

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1.	Tej Ram	13.08.1959	Urban Development
2.	Uma Mahesware Rao	13.08.1967	Urban Development
3.	U. Jaya Prakash	21.07.1975	Urban Development
4.	Prem Chand	15.07.1961	Urban Development
5.	Prem Kumar Negi	27.02.1975	Urban Development
6.	MK Gupta	22.08.1970	Urban Development
7.	Dilip Kumar	05.09.1972	Urban Development
8.	Prithi Chand	10.07.1954	Labour
9.	Rakesh Kumar Gupta	15.09.1967	Labour
10.	Sugam Arora	29.08.1974	Labour
11.	Dev Dutt	06.08.1968	Expenditure
12.	Sandeep Dhingra	02.07.1967	Expenditure
13.	Madan Mohan Thakur	18.02.1968	Expenditure
14.	Anjali Agarwal	20.03.1968	I&B
15.	Raj Kumar	10.07.1958	I&B
16.	Sudhir Kumar	10.07.1972	I&B
17.	Raj Tilak	20.05.1966	Legal Affairs
18.	Anita Singh	22.02.1971	Legal Affairs
19.	Lila Dhar	15.03.1959	Power
20.	Shaista Ahmed	25.05.1969	Power
21.	Sarvesh Kumar	12.08.1973	Power
22.	Sanjeev Kumar	04.11.1968	Expenditure
23.	Manohar Lal	12.03.1955	Expenditure
24.	Sujit Kumar Singh	04.01.1976	Expenditure
25.	Tuntun Kumar Singh	20.02.1974	Env. & Forests
26.	Satich Chander	16.03.1960	Urban Dev.
27.	Ram Vinay Singh	13.03.1974	Urban Dev.
28.	H.C.S. Rawat	29.12.1967	Planning Commn.
29.	A.K. Bhardwaj	24.02.1969	Planning Commn.
30.	Chanchal Guha	21.08.1966	Planning Commn.
31.	Rakesh Kumar Malhotra	15.07.1971	Posts
32.	Kajla Malhotra	05.06.1967	Posts
33.	Lokesh Gupta	25.01.1966	Posts
34.	Simi Padmakumar	08.05.1970	Posts
35.	Kesar Singh	15.09.1960	RT&H

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. _____