

**Most Immediate**

**08/02/2011-CSI(Trg.)-Voll.II  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
(CS-I Training)**

**2<sup>nd</sup> Floor, Lok Nayak Bhavan, New Delhi**  
Dated the **12<sup>th</sup> August, 2011**

**OFFICE MEMORANDUM**

**Subject : Level 'A' Training Programme at ISTM for UDCs with five years' Approved service in the grade ( 29/08/2011 to 23/09/2011 ).**

The undersigned is directed to inform that UDCs, whose particulars are given below, have been **re-nominated** for Level 'A' Training Programme which is being conducted by ISTM w.e.f. **29/08/2011 to 23/09/2011**.

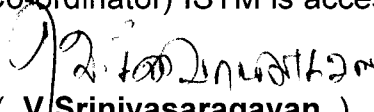
S. No	NAME Sh./Smt./Ms.	DATE OF BIRTH	CADRE Ministry/Department
1.	<b>Gauranga M. Dutta *</b>	03/03/1961	Urban Development
2.	<b>Probir Kumar Deb *</b>	02/12/1958	Urban Development
3.	<b>Mridual Kumar Ghosh *</b>	22/01/1960	Urban Development
4.	<b>M.S. Nair *</b>	20/03/1970	Agriculture & Cooperation
5.	<b>Kuldip Tickoo *</b>	22/07/1966	Information & Broadcasting
6.	Paritosh Mandal	23/10/1965	Urban Development
7.	Ashoke Das	20/08/1962	Urban Development
8.	Amal Chandra Das	17/04/1955	Urban Development
9.	Narendra Bellani	15/08/1964	Commerce
10.	R D Nagrare	18/06/1965	Agriculture & Cooperation
11.	Surendra Kumar Patnaik	23/06/1968	Planning Commission

2. As per DOP&T OM No.4/6/2010-CS.II dated 21/01/2011 and 4/2/2006-CS.II dated 20/06/2011 their adhoc promotion is subject to the condition that the adhoc promotion/appointment would be continued only if they attend and qualify the mandatory training as and when nominated by CS.I(Training) Section failing which their ad-hoc appointment would be terminated. **In order to comply with the mandatory conditions for imparting training for holding higher responsibilities these officials are given another (\* last) chance for the successful completion of the mandatory Level 'A' training programme.**

3. The concerned authorities are therefore requested that the officials may be relieved of their duties without fail and advised to **report to Shri Ranjan Kumar, Deputy Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi at 9 A.M. on 29<sup>th</sup> August, 2011. The performance of the officials in the training, as evaluated and reported by ISTM thereof, may be added in their APARs.** 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. In case these officers are not relieved by the concerned Ministry/Department or any of them does not complete the training successfully, such non-attending of the training or not completing the training successfully would **entail reversion to the post of UDC apart from any other action as deemed necessary.**

4. As the aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of Rs.12,000/- 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.

5. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **23<sup>rd</sup> August, 2011** to **Shri Ranjan Kumar, Deputy Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Ranjan Kumar, Deputy Director(Co-ordinator) ISTM is accessible on phone No. 26175590 (O).**

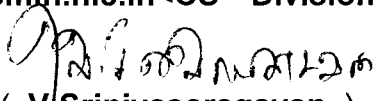
  
( **V/Srinivasaragavan** )  
Under Secretary to Government of India  
Tele. : 24629412

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-33090/1/2005-ISTM(Coord) dated 5<sup>th</sup> January, 2011.
3. ISTM, (Smt. Ranjan Kumar, D.D.) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **29<sup>th</sup> August, 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](http://www.persmin.nic.in)<CS Division<CSCS <Training Circulars<U.D.C.)

  
( **V/Srinivasaragavan** )  
Under Secretary to Government of India  
Tele. : 24629412

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