

No.8/5/2011-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 20th October, 2011

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
(21/11/2011 to 13/01/2012)**

The undersigned is directed to refer to DOP&T Order **No.5/7/2011/CS.I(U)** dated **11th August, 2011** and to say that Section Officers were promoted to Grade I (Under Secretary) of the CSS on adhoc basis, with the condition that officers who have not undergone mandatory training as enjoined in cadre training plan for the CSS, will have to undergo the aforesaid training within a period of six months. Accordingly, Officers as per **Annexure- I**, who have not undergone the mandatory training programme, have been nominated to participate in the Level 'D' Training Programme to be conducted by ISTM w.e.f. **21/11/2011 to 13/01/2012**. The officers mentioned in **Annexure-I** may be relieved of their duties, **subject to vigilance clearance wherever not yet received** and advised to report to **Shri Arun Gaur, Deputy Director (Co-ordinator), ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 21st November, 2011 without fail.**

2. As the training of the officers and its successful completion is mandatory, 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 thereof 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.**

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. 55,000/-** (Rs. 10,000/- for study tour and Rs. 45,000/- 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 **4th November, 2011** to **Shri Arun Gaur, Deputy Director** (Co-ordinator) ISTM, New Delhi, with a copy to the undersigned. **Shri Arun Gaur, Deputy Director** (Co-ordinator), ISTM, is accessible on phone No. 26177058 (O).



(**Vidyadhar Jha**)

Under Secretary to Government of India

Tele. : 24624046

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

Copy forwarded for information and necessary action to :-

1. Officers concerned.
2. ISTM, (**Shri K. Govindarajulu - Deputy Director**), Administrative Block, Old JNU Campus, New Delhi-11067, w.r.t. their letter No. No. A-33090/01/2005-ISTM(Coord) dated 17th June, 2011. **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 2nd July 2009 .**
3. ISTM, (**Shri Arun Gaur, Dy. Director**) Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers, who report for training on 21st November, 2011 may please be furnished to this Department next day positively.**
4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
5. PA to Director(CSI)
6. **US(U), CSI Section, DOP&T – For confirming the training status of the officers while considering their Promotion.**
7. Guard file.
8. Web site of this Department (www.persmin.nic.in>CS Division>CSS/CSI-Training Circular - SO)



(**Vidyadhar Jha**)

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Annexure I**Level 'D' Training Programme to be held at ISTM
(21/11/2011 to 13/01/2012)**

S. No	CSL No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	7044	Kundan Kumar	08/12/72	Heavy Industries
2	7046	Thingom Lalit Kr. Singh	07/09/71	Urban Development
3	7047	B.K. Srivastava	01/01/68	Civil Aviation
4	7048	Anil Kumar Dadhich	20/09/63	SSC
5	7050	Biplab Kumar Roy	30/11/73	Expenditure
6	7053	Sanjay Kumar Singh	17/04/68	Power
7	7054	Sanjay Kumar Sharma	05/01/72	Urban Development
8	7055	Sushil Bhushan	10/07/69	HRD
9	7058	Pushpender Kumar	10/09/68	DOP&T
10	7060	Ajay Kumar V R	14/02/66	Telecommunications
11	7062	Sunil Kumar	06/02/70	UPSC
12	7063	K Ganesh	17/08/67	Urban Development
13	7065	Rahul Mahna	22/10/68	Urban Development
14	7066	Rajender Kumar	03/07/74	MHA(NATGRID)
15	7068	Mritunjay Singh	27/06/69	Financial Services
16	7069	Manoj Kumar	15/10/66	Women & Child Development
17	7070	Subhash Kumar	31/01/72	Labour & Employment
18	7071	Parth Kansabanik	30/10/67	NDMA/Youth Affairs & Sports
19	7072	Shailendra Kureel	30/12/72	Women & Child Development
20	7073	Sanjoy Mitra	15/12/64	MHA
21	7074	Rajender Singh Bisht	02/02/65	Commerce
22	7075	Rabindra Kumar Singh	10/01/65	Youth Affairs & Sports
23	7076	Sanjay Prasad	08/06/71	UPSC
24	7077	R.K. Ahluwalia	18/10/65	Health & Family Welfare
25	7078	Gopinath Nayak	18/06/64	SSC
26	7080	Sumit Gakhar	16/10/73	Urban Development
27	7081	Dinesh Kumar	16/02/64	Agriculture & Cooperation
28	7082	Neha Singh	18/06/76	Telecommunications
29	7098	Hemant Kumar	13/12/73	UPSC
30	7140	Kuldeep Kumar	15/07/73	Legal Affairs
31	7142	Jai Prakash	28/10/70	MHA
32	7148	Manik Chandra Sonowal	05/01/67	UPSC
33	7156	Vinod Kumar	13/02/71	Home Affairs
34	7158	Mani Ram	10/08/58	Home Affairs
35	7160	Ramesh Chandra Sethi	03/05/71	Shipping

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. _____