

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

**Lok Nayak Bhavan, New Delhi**  
Dated, the **21<sup>st</sup> March, 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  
(02/04/2012 to 25/05/2012)**

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. **02/04/2012 to 25/05/2012** as enjoined in **Cadre Training Plan** for the CSS officers. 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 **Ms Geeta Nair, Joint Director (Co-ordinator)**, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 **at 9 A.M. on 02<sup>nd</sup> April, 2012 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 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 **26<sup>th</sup> March, 2012** to **Ms Geeta Nair, Joint Director** (Co-ordinator) ISTM, New Delhi, with a copy to the undersigned. **Ms Geeta Nair, Joint Director** (Co-ordinator), ISTM, is accessible on phone No. 26108946 (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. ISTM, (**Shri K. Govindarajulu - Joint Director(BT/Coord)**), Administrative Block, Old JNU Campus, New Delhi-11067, w.r.t. their letter No. No. A-33083/3/2012-ISTM(Coord) dated 30<sup>th</sup> December, 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 2<sup>nd</sup> July 2009 .**
2. ISTM, (**Ms Geeta Nair, Joint Director**) Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers, who report for training on 02<sup>nd</sup> April, 2012 may please be furnished to this Department next day positively.**
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
4. PA to Director(CSI)
5. **US(U), CSI Section, DOP&T – For confirming the training status of the officers while considering their Promotion.**
6. Guard file.
7. Web site of this Department (**www.persmin.nic.in>DOPT>Central Secretariat>CSS/Training Nomination Circulars/SO**)



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**Annexure I****Level 'D' Training Programme to be held at ISTM  
( 02/04/2012 to 25/05/2012 )**

S. No	CSL No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	6483	Sandeep Mohan Prasad	31/07/66	Environment & Forests
2	6712	Dipankar Dutta	10/02/63	SSC, Kolkatta
3	6916	P P Bose	10/06/55	Power
4	6929	Rajender Singh Khichi	15/06/67	MHA
5	7007	Ravi Kosuri	01/01/65	Agriculture & Cooperation
6	7010	Sami Ahmad Khan	21/01/69	Overseas Indian Affairs
7	7017	S. Vijay Gopal	17/12/66	MHA
8	7018	R Rajendar Goud	13/05/71	Urban Development
9	7030	Akshaya Kumar Sahoo	06/03/70	Health & Family Wel
10	7049	P.V.R. Rajasekharam	23/01/68	Agriculture & Cooperation
11	7079	Prafull Kumar Sinha	18/11/66	Water Resources / HRD
12	7083	Rama Kant Singh	21/06/64	Petroleum & NG
13	7084	Ganga Kumar Sinha	17/06/70	Economic Affairs
14	7086	Sanjay Kumar	31/12/71	Culture
15	7087	Kalyan Kumar Acharya	26/08/65	Defence
16	7090	Sunil Kumar Pal	05/05/70	Urban Development
17	7091	Umesh Chandra	30/04/66	MHA(NATGRID)
18	7092	Anil Kumar Jha	15/07/72	Economic Affairs
19	7094	Ram Singh-II	23/09/72	Economic Affairs
20	7097	S.K.Roy	12/12/65	Statistics & Prog Impl.
21	7099	Neh Srivastava	31/05/67	Commerce (dep to Prasar Bharati)
22	7102	Dhirendra Kumar Purbey	06/01/69	Shipping
23	7104	Sanjay Chhabra	08/03/76	Pharmaceuticals (NPPA)
24	7108	Sanjay Kumar	30/04/68	Commerce
25	7109	Sanjay Chatterjee	07/04/64	MHA
26	7110	Ramesh Chand Ahuja	12/10/68	Telecommunications
27	7111	Ram Dutt	02/03/65	Telecommunications
28	7112	Arindam Kumar Mitra	01/01/75	Power
29	7114	Shyam Sunder Verma	15/07/71	Fertilizers / UPSC
30	7115	P. Venukuttan Nair	12/03/66	Urban Development
31	7116	Paramjeet Chadha	30/10/72	Telecommunications
32	7122	Raja Kar	28/02/73	Tourism
33	7124	Nandan N	17/11/55	Water Resources
34	7125	Parveen Kumar	06/12/66	HRD
35	7126	Pradeep Kumar	02/10/67	Minority Affairs
36	7127	Ajay Kumar Singh	19/11/67	DOPT
37	7128	Dharamvir Yadav	08/02/66	Commerce(Supply)
38	7130	Neeraj Kumar	06/10/72	I&B
39	7131	Sovan Singh Rawat	25/11/64	UPSC / Power
40	7132	Harish Kumar	24/11/69	Tourism
41	7133	Prasanta Kumar Dutta	05/02/65	Science & Technology
42	7134	M A Prabhakaran	08/07/63	Financial Services
43	7137	J. Hari Prasad	25/12/65	Chemicals & Petrochemicals
44	7138	Smt. S V R Ramana	09/01/64	Urban Development
45	7139	Ambuj Bajpai	16/07/67	Urban Development

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