

**No.8/4/2012-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 **8<sup>th</sup> January, 2013**

**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  
(04/02/2013 to 29/03/2013)**

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. **04/02/2013 to 29/03/2013** as enjoined in **Cadre Training Plan** for the CSS officers. The officers mentioned in **Annexure-I** may be relieved of their duties and advised to report to **Shri Ranjan Kumar, Deputy Director (Co-ordinator)**, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 **at 9 A.M. on 4<sup>th</sup> February, 2013 without fail.**

2. As the training of the officers and its successful completion is mandatory as per DOP&T Notification **G.S.R.197(E) dated 19<sup>th</sup> March 2010**, 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 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 18<sup>th</sup> January, 2013 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).

  
( **Vidyadhar Jha** )

Under Secretary to Government of India  
Tele. : 24624046

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. **(ER Sheets of the participants may 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, (**Shri Ranjan Kumar**, Deputy Director)/Course Coordinator, Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers with their CSL No. who report for training on 4<sup>th</sup> February, 2013 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](http://www.persmin.nic.in)>DOPT>Central Secretariat>CSS/Training Nomination Circulars/SO)

  
( **Vidyadhar Jha** )

Under Secretary to Government of India  
Tele. : 24624046

**Level 'D' Training Programme to be held at ISTM  
(04-02-2013 to 29-03-2013)**

<b>S. N</b>	<b>CSL No</b>	<b>NAME OF THE OFFICER Sh./Smt./Ms.</b>	<b>DATE OF BIRTH</b>	<b>CADRE WHERE WORKING Ministry/Department</b>
1	7154	INDU BHUSAN LENKA	21/10/1972	Youth Affairs
2	7246	ASHISHKUMAR TARACHAND BAGDE	01/01/1969	Agriculture & Coop.
3	7330	DEVKI NANDAN	02/03/1964	MSME
4	7331	KSHITISH KUMAR	04/05/1964	Corporate Affairs
5	7335	S.K. MISHRA	30/06/1964	Urban Dev.
6	7336	RAJEEV KUMAR JAIN	02/11/1964	Cabinet Secretariat
7	7338	RAKESH KUMAR	12/03/1965	Telecommunications
8	7340	VAZIR SINGH	28/07/1966	Environment & Forests
9	7344	KUMAR NITYANAND	20/08/1967	Panchayati Raj
10	7346	PAWAN SHARMA	07/02/1968	UPSC
11	7347	A.K. MALHOTRA	14/08/1961	DOP&T
12	7348	TEJ PRATAP NARAYAN	15/08/1965	Chemical & Petro Chemicals
13	7349	SHAMIK BHOWMIK	28/09/1965	Revenue
14	7350	ABHIJIT ROY	20/11/1965	Environment & Forests
15	7352	P.K. SRIVASTAVA	12/04/1966	Higher Education
16	7355	KAMAL ARORA	26/05/1966	Agriculture & Cooperation
17	7357	G. SAJITH KUMAR	14/10/1966	Higher Education
18	7358	PUNEET SHARMA	01/12/1966	Panchayati Raj
19	7361	RAJENDRA SHARMA	20/04/1967	Higher Education
20	7362	MAHENDRA NATH	24/05/1967	Revenue
21	7365	SANJAY KUMAR UPADHYAY	28/08/1968	Panchayati Raj
22	7368	AMIYA HALDAR	07/02/1964	Defence
23	7372	MANOJ KUMAR SINGH	01/12/1965	Posts
24	7373	RAKESH KUMAR	15/01/1966	Youth Affairs
25	7374	KRISHAN KUMAR SAPRA	12/04/1966	Water Resources
26	7375	KAMANA S. DIXIT	19/02/1967	Commerce
27	7376	GULJARI LAL	10/05/1967	Rural Development
28	7377	TAPAN KUMAR SATPATHY	25/11/1967	Revenue
29	7380	PARMINDER SINGH	14/11/1968	DOP&T
30	7382	RAJEEV BAHAL	30/03/1964	Rural Development
31	7383	CHARANJIT GULATI	01/07/1964	Consumer Affairs
32	7384	SANJAY MEHTA	10/10/1965	Posts
33	7388	YOGESH PRATAP SINGH	10/07/1966	Commerce / UPSC
34	7391	ANIL KUMAR	15/09/1966	MSME
35	7393	IPSITA MITRA	27/10/1966	Economic Affairs

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