

Most Immediate

**02/01/2009-CSI(T)-Vol.II
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi
/CSI Training/**

Dated the 5th November, 2009

OFFICE MEMORANDUM

Subject : Level 'A' Training Programme for U.D.Cs with 5 years' approved service in the grade at the ISTM (30/11/2009 to 08/01/2010).

The undersigned is directed to inform that regular U.D.Cs with 5 years approved service in the grade, whose names are given in Annexure I, have been nominated for the above Level 'A' Training Programme. This training is being conducted by ISTM w.e.f. **30/11/2009 to 08/01/2010**. It is requested that these officers may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Naresh Bhardwaj, Asstt. Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 30th November, 2009.**

2. Since, the cadre authorities were pressing hard for early deployment of assistants, **the officers nominated in Annexure I have been promoted as ad-hoc assistants subject to the condition that their ad-hoc appointment in Assistant Grade would be continued only if they attend and qualify the mandatory training failing which their ad-hoc appointment would be terminated.** The concerned Cadre Authorities are therefore requested to ensure that the officers nominated to the above programme are relieved in time. 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 may affect the extension of ad-hoc promotion/regularisation.

3. 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.

P.T.O

4. Confirmation with regard to the participation of the officers along with their respective bio-data(**Annexure-II**) may please be sent by **16th November, 2009** to **Shri Naresh Bhardwaj**, Asstt. Director (Co-ordinator), ISTM, New Delhi, at the aforesaid address with a copy to the undersigned. Shri Naresh Bhardwaj, Asstt. Director/(Co-ordinator),ISTM, is accessible on Phone No. 26185310 (O).



(Dr. REENA SETHI)

Under Secretary to the Govt. of India

Phone : 24629412

To

**Min/Dept.of
Joint Secretary(Admn.)
New Delhi.**

Copy forwarded to :-

- 1 Concerned officers.
2. ISTM, (Sh. Apendu Ganguly- Dy. Director(Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33083/2/2008-ISTM dated 29th July, 2009.
- 3 ISTM, (Shri Naresh Bhardwaj, Asstt. Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on 30th November, 2009 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 – With a request to kindly confirm the nominees' training status before their next promotion/regularisation.
6. Guard File.
7. Web site of this Department (www.persmin.nic.in/CSS/Training/U.D.C.)



(Dr. REENA SETHI)

Under Secretary to the Govt. of India

Phone : 24629412

Annexure-I**Level 'A' CSS Cadre Training Programme for UDCs with 5 years approved service in the Grade at ISTM****(30/11/2009 to 08/01/2010)**

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	K. Subramanian *	04/04/1964	Agriculture & Cooperation
2	Mahipal Singh *	08/05/1953	Agriculture & Cooperation
3	R.K. Mamgain *	01/05/1964	DOP&T
4	Suresh C Jayant *	06/06/1959	DOP&T
5	M.S. Sharma *	15/02/1953	Defence
6	P.K. Biswal *	16/11/1960	Finance
7	Roshan Dhawan*	04/01/1962	Food
8	B Lalitha *	08/02/1956	Law
9	Om Prakash *	17/01/1962	Food
10	T K Das *	26/07/1955	Food
11	Chander Dutt *	29/05/1957	Food
12	Lalitha Singh *	10/04/1966	Food
13	Anitha Jain *	14/07/1966	Food
14	Santosh Kumar *	15/06/1960	Civil Aviation
15	Rakesh Kumar *	08/02/1961	Social Justice & Empowerment
16	S N Tiwari	02/01/1955	Urban Development
17	G Ranganath Rao	27/12/1962	Urban Development
18	Vijay Kumar	05/12/1960	Urban Development
19	Ram Lal Singh	01/10/1961	Urban Development
20	Naresh Chand	05/07/1963	Urban Development
21	Saroj Kataria	10/06/1960	Urban Development
22	Chaturgon Mahato	06/01/1954	Urban Development
23	P K Varkey	29/05/1963	Culture
24	Asmat Ali	15/01/1960	Finance
25	Baljit Kumar	15/09/1962	Culture
26	S N Dutta	13/11/1962	Social Justice

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
27	Ritu Sharma	12/09/1965	Culture
28	Ram Singh	01/06/1966	Home Affairs
29	Dharam Pal	07/07/1957	Home Affairs
30	Kiran Chadha	16/06/1954	Finance
31	R S Chauhan	12/05/1952	Finance
32	A Thankaraj	30/03/1962	Social Justice
33	Raj Kumar	05/08/1959	Steel
34	Satish Pal	04/12/1959	Planning Commission
35	Desh Raj Kalra	05/01/1961	Labour
36	Hans Raj	08/05/1963	Social Justice
37	Veer Vikram	10/01/1964	Social Justice
38	Sohan Lal	10/06/1954	Social Justice
39	Bharat Ram	09/07/1961	Labour
40	Nirmal Aswal	16/03/1966	Information & Broadcasting
41	Om Prakash	25/04/1960	Science & Technology
42	Kuldip Singh	25/12/1961	Information & Broadcasting
43	P D Raphael	02/05/1959	Labour
44	Prabhu Dayal	04/05/1957	Information & Broadcasting
* Renomination cases.			

Annexure II

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, if any. _____