

Most Immediate

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

**2nd Floor, Lok Nayak Bhavan, New Delhi
Dated the 31st May, 2012**

OFFICE MEMORANDUM

Subject : Level 'D' Training Programme at the ISTM for Officers who are in the Zone of Promotion for Grade I (US) of the CSS during the period from 02/07/2012 to 24/08/2012.

The undersigned is directed to inform that the following CSS Officers have been re-nominated, for the above mentioned mandatory **Level 'D' Training Programme** in terms of DOP&T Notification **G.S.R.197(E) dated 19th March 2010** which is being conducted by ISTM w.e.f. **02/07/2012 to 24/08/2012** :-

S. No	CSL No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	6522	Surajmal Meena	10/03/60	Higher Education
2	6621	Barnali Khastagir	05/06/64	Defence
3	6920	Rajesh Khurana	22/05/70	Home Affairs
4	6928	Amit Bansal	30/06/72	Economic Affairs
5	6952	Praveer Kumar Saxena	04/06/71	Fertilizers
6	7004	Ranjani Ranjan	14/09/68	Economic Affairs
7	7014	Jagdish Kumar Ambwani	16/07/61	Administrative Reforms & PG
8	7015	G K Mukherjee	14/07/55	Information & Broadcasting
9	7017	S Vijay Gopal	17/12/66	Home Affairs
10	7038	K A Shivadas	08/11/70	Health & FW / Cabinet Sectt.
11	7042	Rajendra Prasad Sati	25/02/76	Home Affairs
12	7053	Sanjay Kumar Singh	17/04/68	Power

2. Officers who have not undergone the mandatory Level 'D' Training as enjoined in cadre training plan for the CSS, will have to undergo the aforesaid training for promotion to the next higher grade. **These officers are given a last opportunity for the successful completion of the mandatory Level 'D' training programme to comply with the mandatory conditions for imparting training for holding higher responsibilities.**


Contd..2/-

3. The concerned authorities are accordingly informed that the officers may be relieved of their duties without fail and advised to **report to Shri Arun Gaur, Deputy Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi at 9 A.M. on 2nd July, 2012**, so that they are not deprived of their regular promotion on this account as envisaged in **DOP&T OMs No.1/1/2009-CS.I(Trg) dated 24.02.2010 and OM No.8/11/2010-CSI(Trg) dated 05.04.2010**.

4. The aforesaid training includes study tour as well as field visit outside Delhi. Officers nominated 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.

5. Confirmation with regard to the release of the officers along with their respective bio-data(Annexure-II) may please be sent by **14th June, 2012** to **Shri Arun Gaur, Deputy Director (Co-ordinator), ISTM, New Delhi**, with a copy to the undersigned. **Shri Arun Gaur, DD/(Co-ordinator), ISTM**, is accessible on Phone No.26177058 (O).


Encl. : Annexure II


(**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 K. Govindarajulu - Joint Director(BT/Coord)**), Administrative Block, Old JNU Campus, New Delhi-11067, w.r.t. their letter No. A-33090/01/2005-ISTM(Coord)/839 dated 19th March, 2012. **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 .**
2. ISTM, (**Shri Arun Gaur, Dy. Director**) Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers, who report for training on 2nd July, 2012 may please be furnished to this Department next day positively.**
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
4. **US(U), CSI Section, DOP&T – The training status of the officers be confirmed while considering their Promotion.**
5. Web site of this Department (**www.persmin.nic.in>DOPT>Central Secretariat> CSS/Training Nomination Circulars/SO**)
6. Guard file.


(**Vidyadhar Jha**)
Under Secretary to Government of India
Tele : 24624046

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. _____