

No.25/11/2015-CS.II(B)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

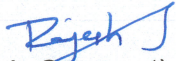
3rd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi-3
Dated, the 20th August, 2015.

Office Memorandum

Subject: Nominations of direct recruit MTS for training at ISTM-reg.

The undersigned is directed to say that it has been decided that the officials (MTS) recruited through SSC (Multi tasking examination, 2014) in participating Ministries/Departments of CSCS Cadre will undergo training at ISTM (Institute of Secretariat Training & Management). Accordingly, the second batch of training will be conducted by ISTM from 7th September, 2015 to 25th September, 2015.

2. All the cadre units of CSCS are, therefore, requested to provide the list of officials working in Ministries/Departments and also from the organisations which are participating offices under CSCS, who are recruited through SSC (Multi tasking examination, 2014) to this Division by 26th August, 2015 (in the enclosed proforma). The list (preferably in excel sheet) of these officials may also be sent via mail at the email I.D:- sarswat.rajesh13@nic.in.
3. This may be treated on priority.


(Rajesh Sarswat)
Under Secretary to the Govt. of India
Tel No. 24654020

To,

List enclosed (44 Cadre Units of CSCS)

Proforma w.r.t. DoPT's O.M. No. 25/11/2015-CS.II(B) dated 19th August, 2015

S.No.	Name of the official	Date of birth	Examination Rank No.	Year/	Date of joining