

F.No.21/22/2015-CS.I (P)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

Lok Nayak Bhavan, New Delhi
Dated 05th October, 2015

OFFICE MEMORANDUM

Subject - "Strengthening Human Resource Management of Civil Service" (SHRM) – Nomination of officers for participating Assessment and Development Center for competency assessment and mapping on pre identified competency level– reg.

The undersigned is directed to refer to this Department's OM of even number dated 24.08.2015 and 04.09.2015 on the above mentioned subject and to say that this Department had requested each Ministry/Department to nominate 2-3 officers of Under Secretary and above levels of CSS only for the subject mentioned programme. However, the information has been received only from few cadre units. As such, this Department has randomly selected officers, mentioned in annexure, for the above mentioned programme. The list includes the names of officers already nominated by cadre units directly to Training Division.

2. The Ministries/Departments will relieve the officers once intimation regarding the firm programme is received from Training Division of this Department. The programme is scheduled during November-December 2015 in Delhi. A copy of the guidelines on Assessment and Development Centre is also enclosed.



(Parminder Singh)

Under Secretary to the Government of India
Tel: 24642705

To,

The Joint Secretary (Admn) of all Ministries/Departments.

Copy for information to Training Division, (Ms. Parul Kaushik, Research Analyst) Strengthening Human Resource Management of Civil Service, Department of Personnel & Training, Block 04, 2nd Floor, Old JNU Campus New Mehrauli Road, New Delhi – 110067 w.r.t. their D.O.letter No.12039/11/2015-SHRM dated 23rd September 2015

Copy to: Director/DS (Admn) of all Ministries/Departments. It is requested to relieve the officers nominated as and when Training Division inform the final programme.

Guidelines on Assessment & Development Centre:

1. Process of Assessment of competencies

Assessment & Development Centres (ADC) rank among the highest in terms of validity when compared to other modes of objective competency assessment. ADC's are globally tried and tested methodology for an objective assessment/ development of competencies.

With the purpose of facilitating individual development planning for selected officers, an ADC assesses competencies of a particular individual(s) in a role against a predetermined set of competencies. The idea hence is to do an objective gap analysis against defined competency levels. These centres offer participants a simulated environment and provide a method of obtaining the best possible indication of a person's potential/ability to exhibit superior performance in a given job. This further helps in preparing a tailor made Personal Development Plan for each officer in accordance with the findings from the assessment and development centre.

2. Eligibility for Participation

There is a need to identify of Officers who will undergo the process of competency assessment and development. For this purpose, Officers with the maximum tenure (a minimum of at least 2 years) left in their present department/cadre may be selected for the purpose of participation in the ADC. Selection of officers may be done keeping the above in mind from the following:

- DoPT: Director & above
- CSS: Under Secretary and above

3. Duration & Expenses

A total of 80 officers from DoPT and CSS cadre will undergo Assessment and development Centre. The selected participating officers will be grouped in eight batches with 10 officers in each batch. Every batch of officers will be required on full time availability basis for 3-5 days.

Since the selected officers will be a part of a pre-determined batch, their timely presence is critical. **Cancellation or replacement request for nominated officers, will not be feasible due to high cost implication. All nominated officers must be relieved on time to attend the scheduled Assessment & Development centre.**

✓ The Assessment & Development centre will be fully residential in nature and all boarding & lodging expenses shall be borne by the project.

S.N	CSL	REG/ADH	USSL	Name	D/O/B	Min./Deptt.	Joining date in present Min-/Dep as US
1	5959	REGULAR	2007	Harsh Prakash	14-Jan-1960	Agri & Coop	31-Jan-2008
2	6497	REGULAR	2009	Surya Kant Vasishtha	12-Jun-1966	Agri & Coop	2-Jun-2010
3	6515	REGULAR	2010	Sanjay Kohli	4-Oct-1965	Agri & Coop	26-Aug-2011
4	6795	REGULAR	2010	Manish Kumar Sahay	20-May-1970	Agri & Coop	8-Sep-2010
5	6760	REGULAR	2009	Kali Charan Patra	30-Jul-1964	Animal Husb., Dair. & Fish.	24-Jun-2010
6	6498	REGULAR	2009	Harihar Sukla	13-Apr-1961	ARPG	7-Jun-2010
7	6376	REGULAR	2009	Chandra Shekhar	22-Mar-1961	AYUSH	29-May-2010
8	6794	REGULAR	2010	Manoj Kumar Sinha	26-Sep-1965	Biotechnology	21-Sep-2010
9	5795	REGULAR	2007	Sunil Pant	20-Jun-1964	Civil Aviation	3-Aug-2007
10	6350	REGULAR	2009	Syed Imran Ahmad	27-Nov-1968	Civil Aviation	4-Jun-2010
11	7807	REGULAR	2012	Sanjib Bhattacharya	6-Aug-1968	Coal	18-Dec-2012
12	6665	REGULAR	2009	Dominic Dung Dung	18-Nov-1961	Coal	31-Dec-2013
13	5666	REGULAR	2007	CA. Jacob	2-May-1959	Commerce(Supply)	3-Apr-2007
14	5834	REGULAR	2007	Pradeep Kumar	1-Jul-1962	Commerce	18-Jan-2010
15	6612	REGULAR	2010	Narayan Prasad	15-Jan-1968	Commerce	25-Aug-2010
16	6825	REGULAR	2010	Dharmender Kumar	15-Feb-1971	Commerce	8-Dec-2010
17	7996	REGULAR	2011	T K K Maun	11-Mar-1965	Consumer Affairs	2-Nov-2012
18	6789	REGULAR	2010	Anil Prashar	21-Apr-1964	Corporate Affairs	10-Sep-2010
19	6398	REGULAR	2009	G Venkatasubbaiah	1-Jul-1966	Corporate Affairs	4-Jun-2010
20	8814	Ad-hoc		I A Kamal	22-Jul-1973	Culture	1-Sep-2015
21	6142	Ad-hoc		B D Das	26-Apr-1964	Culture	4-Sep-2015
22	6285	REGULAR	2006	Shiv Dayal Bhasor	20-Apr-1965	Defence	23-Dec-2008
23	5672	REGULAR	2007	Inderjeet Sethi	12-Jul-1961	Defence	20-Mar-2007
24	5749	REGULAR	2007	Praveen Chand Dhasmana	8-Apr-1964	Defence	12-Jul-2007
25	6314	REGULAR	2009	N. B. Mani	10-Jun-1967	Defence	15-Jul-2010
26	6378	REGULAR	2009	Ashish Sharma	7-Oct-1966	Defence	28-May-2010
27	7284	REGULAR	2012	Sunil Kumar Mahto	6-May-1964	Disability Affairs	27-Nov-2012
28	6137	REGULAR	2009	Ashish Kumar	28-Oct-1959	Disinvestment	30-May-2008

29	6814	REGULAR	2010	Debranjn Chottopadhyay	12-Jul-1964	Disinvestment	1-Dec-2010
30	6317	REGULAR	2009	D Bandopadhyay	18-May-1961	DONER	1-Jun-2010
31	6792	REGULAR	2010	Debashis Dey	1-May-1964	DONER	10-Sep-2010
32	6574	REGULAR	2010	Virender Singh	29-Apr-1969	DOP&T	10-Jun-2010
33	7033	REGULAR	2011	Prem Chand	22-Jul-1965	DOP&T	12-Aug-2011
34	6902	REGULAR	2011	Madan Mohan Maurya	14-Sep-1965	DOP&T	12-Aug-2011
35	6328	REGULAR	2009	Ashok Kumar	5-Jul-1965	Economic Affairs	8-Jun-2010
36	6332	REGULAR	2009	Parveen Kr. Dudeja	23-Jan-1966	Economic Affairs	31-May-2010
37	6723	REGULAR	2010	Anurag Kishan Bhatnagar	16-May-1969	Economic Affairs	22-Sep-2010
38	6821	REGULAR	2010	Sudhir Kumar Samantaray	5-May-1970	Economic Affairs	26-Nov-2010
39	6928	REGULAR	2011	Amit Bansal	3-Jun-1972	Economic Affairs	17-Aug-2011
40	6592	REGULAR	2010	Madan Mohan Pandey	7-Feb-1959	Environment & Forests	31-May-2010
41	6576	REGULAR	2010	Anindya Bhattacharya	31-Aug-1969	Expenditure	28-May-2010
42	6669	REGULAR	2010	Anil Sharma	10-May-1969	Expenditure	4-Jun-2010
43	6384	REGULAR	2009	Sanjay Srivastava	13-Mar-1966	Fertilizers	8-Jun-2010
44	6341	REGULAR	2009	SK Mohanty	1-Jan-1961	Financial Services	10-Sep-2010
45	6354	REGULAR	2009	Vijay Malhotra	24-Jan-1964	Financial Services	26-May-2010
46	6586	REGULAR	2010	Sanjay Kumar	11-Jan-1967	Food & PD	27-Jul-2010
47	6604	REGULAR	2010	Arun Kumar Singh	15-Jan-1966	Food & PD	11-Jun-2010
48	6331	REGULAR	2009	Sanjay Bajpai	16-Aug-1964	Food Processing Industries	22-Sep-2010
49	5820	REGULAR	2007	Sudhir Kumar Gupta	20-Jan-1961	Health & FW	31-Jan-2008
50	5827	REGULAR	2007	Sanjay wadhwan	1-Mar-1961	Health & FW	19-Oct-2007
51	6410	REGULAR	2009	Pawan Kumar Mittal	4 Apr 1965	Health & FW	7 Jun 2010
52	6456	REGULAR	2009	Dhruv Chakravarty	7-May-1965	Health & FW	1-Jun-2010
53	6501	REGULAR	2009	Ranendra Singh Negi	22-Sep-1967	Health & FW	4-Jun-2010
54	6605	REGULAR	2010	Sishir Kumar Mishra	5-Jan-1962	Heavy Industries	4-Jun-2010
55	6492	REGULAR	2009	Satpal Sharma	12-Feb-1964	Higher Education	7-Jun-2010
56	6542	REGULAR	2010	Pawan Mehta	5-Aug-1969	Higher Education	31-May-2010
57	6565	REGULAR	2010	Dinesh Kumar	13-Apr-1965	Higher Education	1-Jun-2010

58	6770	REGULAR	2010	Santosh Kumar Verma	15-Sep-1963	Higher Education	8-Sep-2010
59	6798	REGULAR	2010	R.P. Tewari	13-Dec-1963	Higher Education	4-Oct-2010
60	5673	REGULAR	2007	V. Viswanathan	13-Apr-1959	Home Affairs	3-Mar-2008
61	6799	REGULAR	2010	Jasbir Singh	1-Jun-1972	Home Affairs	23-Sep-2010
62	6804	REGULAR	2010	Manoj Kumar Singh	30-Mar-1964	Home Affairs	1-Oct-2010
63	6761	REGULAR	2009	Sushil Ekka	9-Feb-1963	Home Affairs	7-Jun-2010
64	6516	REGULAR	2010	SK Parida	12-Jun-1961	Home Affairs	23-Jun-2010
65	6481	REGULAR	2009	Rajesh Kumar	1-Mar-1969	Industrial Policy & Promotion	4-Jun-2010
66	6517	REGULAR	2010	Sanjay Kumar Lal	2-Dec-1966	Industrial Policy & Promotion	1-Jun-2010
67	6411	REGULAR	2009	SS Bedi	17-Nov-1964	Informaiton & Broadcasting	28-May-2010
68	6468	REGULAR	2009	Navil Kapur	19-Jun-1963	Informaiton & Broadcasting	1-Jun-2010
69	6348	REGULAR	2009	Asha Sota	1-Jan-1967	Legal Affairs	4-Jun-2010
70	8334	Ad-hoc		Unni Krishnan	28-May-2005	Legal Affairs	30-Jul-2015
71	6520	REGULAR	2010	Prabhakar Mishra	1-Dec-1962	Labour & Emp.	7-Jun-2010
72	6672	REGULAR	2010	Naresh Jaiswal	20-Jun-1963	Labour & Emp.	8-Jun-2010
73	6603	REGULAR	2010	Sanjay Arora	17-Oct-1965	Minority Affairs	1-Apr-2013
74	7992	Ad-hoc		U Lakra	8-Apr-1957	Minority Affairs	3-Jul-2013
75	6768	REGULAR	2010	Ajay Kumar Mishra	10-Jan-1966	New & Renw. Eng.	20-Sep-2010
76	6360	REGULAR	2009	Jitendra Kumar Singh	1-Aug-1968	Petro & NG	26-Jul-2010
77	6809	REGULAR	2010	Sunil Kumar Biswas	4-Oct-1965	Posts	17-Sep-2010
78	5779	REGULAR	2007	Ravindra Singh-II	15-Oct-1965	Revenue	13-Jul-2007
79	6630	REGULAR	2010	Mohan Lal Sharma	6-Jul-1965	Revenue	31-May-2010
80	6347	REGULAR	2009	Sushil Kumar Jha	3-Feb-1964	Road Trans. & Highways	28-May-2010
81	6503	REGULAR	2009	Ramendra Pratap Shukla	9-Jul-1967	Road Trans. & Highways	3-Jun-2010
82	6401	REGULAR	2009	K Rama Verma	30-May-1962	Rural Dev.	9-Jun-2010
83	6432	REGULAR	2009	MJ Chandran	2-May-1962	Rural Dev.	5-Jul-2010
84	5813	REGULAR	2007	Mahendra Pratap	10-Oct-1963	Science & Technology	4-Jul-2011
85	6470	REGULAR	2009	AP Singh	25-Apr-1964	Social Justice & Empowerment	4-Jun-2010
86	6815	REGULAR	2010	Pradeep Purohit	14-Apr-1973	Social Justice & Empowerment	1-Dec-2010
87	6534	REGULAR	2010	Devender Kr. Sharma	8-Feb-1970	Stat. & Prog. Imp.	1-Jul-2010
88	6642	REGULAR	2009	Mukesh Kumar	2-Jan-1970	Steel	31-May-2010

89	6589	REGULAR	2010	Udai Narayan Sinha	30-Jan-1963	Telecommunications	31-May-2010
90	6741	REGULAR	2010	Deo Nath Sah	5-Aug-1965	Telecommunications	9-Sep-2010
91	8424	REGULAR	2012	G K Rajnish	14-Oct-1969	Textiles	15-Dec-2014
92	6293	REGULAR	2007	Bhupender Singh	11-Oct-1966	UPSC	3-Mar-2010
93	6526	REGULAR	2007	Jag Jiwan	4-Apr-1963	UPSC	7-Apr-2010
94	6463	REGULAR	2009	Vijay Kumar	19-Sep-1965	UPSC	2-Jun-2010
95	6494	REGULAR	2009	Raj Kumar Varshneya	6-May-1964	Urban Development	7-Jun-2010
96	5753	REGULAR	2007	Rajesh Kumar	5-Jan-1964	Urban Development	31-Jul-2007
97	6475	REGULAR	2009	Ajay Gairola	29-Jan-1965	Water Resources	1-Jun-2010
98	6488	REGULAR	2009	Syed Ravish Ali	2-Jan-1962	Water Resources	4-Jun-2010
99	6640	REGULAR	2009	Jai Kishore	27-Feb-1963	Woman & Ch. Dev.	31-May-2010
100	6299	REGULAR	2009	Rakesh Kumar	14-Oct-1960	Youth Affairs	2-Jun-2010
101	5926			Surender Singh, DS	15-Jul-62	Consumer Affairs	11-Sep-13
102	5087			Ranjan Kumar, DS	10-Dec-57	Telecommunications	01-Jan-14