

Department of Personnel & Training  
CS-I(A)

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NOTICE

Subject: CGLE-2016 – Mandatory Training - Seeking options - Reg

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Foundation Training Programme (FTP) is mandatory for all those candidates who have been nominated to the post of ASO in Central Secretariat Service (CSS) Cadre through CGLE-2016 by SSC. Failure to attend the FTP will result in cancellation of candidature.

2. There will be **ONLY ONE BATCH** of FTP for CGLE-2016 candidates and the training will be from **01.05.2018 to 13.07.18 (11 weeks)**. Candidates will have to report to the Training Centres on **27.04.18**. Detailed instructions will be issued in due course.

3. The FTP for CGLE-2016 is scheduled to be held in the following four places:

- i. Chandigarh
- ii. Delhi
- iii. Gurugram (Gurgaon)
- iv. Hyderabad


4. All the candidates of CGLE-2016, who have been issued letters for completion of pre-appointment formalities, are requested to **send their options in the order of their preference for attending the training in the above four places through e-mail ksrinivasan.89@nic.in or fax (011-24624046)**.

5. Candidates will be allotted training centres based on their rank and availability of slots in each of the above places. **PwD candidates will be given preference** in the allotment of training centres and they should specifically mention the same in their options.

6. Candidates should indicate **their Rank No. and word 'OPTION'** in the **subject of the e-mail without fail**.

7. The e-mail/fax should reach DoPT **on or before 5.30 p.m on 22.03.18** (Thursday), failing which allotment of training centres would be done as per availability.

8. Candidates are also advised to ensure that their willingness/Attestation forms/medical certificates (excepting for Delhi candidates) have already been sent.

  
(K. Srinivasan) 19/03/18  
Under Secretary (CS-I A&P)