

Most Immediate

**No.08/11/2011-CSI(T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi**

Dated the 1st November, 2011

OFFICE MEMORANDUM

**Subject : Backlog Training Programme for U.D.Cs/Assistants at ISTM
for the period 05/12/2011 to 16/12/2011 (Batch III).**

The undersigned is directed to inform that UDCs upgraded to the post of Assistant, whose names are given in **Annexure I**, have been nominated for the above mentioned Backlog Training Programme. This training is being conducted by ISTM w.e.f. **05/12/2011 to 16/12/2011**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri R K Kundi, Deputy Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 5th December, 2011**.

2. **The performance of the officials in the training will be evaluated and the reports thereof be added in their APARs.** 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 the training of the officials and successful completion is necessary for regularization/promotion, the Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time.

3. The aforesaid training includes study tour and officers nominated above may be advised to draw necessary TA/DA advance of Rs. 15,000/- each from their respective Ministry/Department. This amount may be released in **Cash** only.

4. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **11th November 2011** to Shri R K Kundi, Deputy Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri R K Kundi, Deputy Director(Co-ordinator) ISTM is accessible on phone No. 26185314 (O).


(**V Srinivasaragavan**)

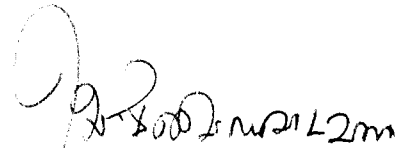
Under Secretary to Government of India
Tele. : 24629412

To

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

Copy forwarded to :-

1. Officers concerned.
2. ISTM, (Sh. K. Govindarajulu- Dy. Director(Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33090/01/2005-ISTM(Coord) dated 17th June, 2011.
3. ISTM, (Shri R K Kundi, Deputy Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **5th December, 2011** 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, LN Bhawan, New Delhi
6. Guard File.
7. Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat > CSS/Training Nomination Circulars/UDC)


(**V Srinivasaragavan**)

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Annexure I**Training Programme for UDCs upgraded as Assistants to be held at ISTM
(05/12/2011 to 16/12/2011) Batch III**

Sl. No.	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1.	N S Rawat	16/04/1967	Posts
2.	R B Pandey	02/12/1956	Posts
3.	Seema Rani Srivastava	09/12/1965	UPSC
4.	Sushil Chander	12/07/1963	UPSC
5.	Mala Lal	23/05/1966	UPSC
6.	Desh Raj-II	10/12/1966	UPSC
7.	Amita Kumari	02/08/1963	UPSC
8.	Satish Kumar	18/12/1970	Health & Family Welfare
9.	S. Balaji	07/03/1964	Higher Education
10.	Amarjit Singh Setia	24/09/1964	Higher Education
11.	Devinder Singh	15/06/1967	Youth Affairs & Sports
12.	Vijay Nath Pandey	01/07/1968	Higher Education
13.	Jai Kumar	02/02/1965	Higher Education
14.	Lalita Prasad	05/07/1964	Higher Education
15.	Urmila Devi	10/10/1959	Youth Affairs & Sports
16.	Kiran Taneja	27/12/1966	Youth Affairs & Sports
17.	Indu Bhatt	11/07/1968	Culture
18.	Ashok Kumar Jain	02/07/1954	Culture
19.	Swapan De	17/06/1962	Women & Child Development
20.	Achamma Rajan	30/05/1961	Women & Child Development
21.	Ram Prasad	02/07/1961	Women & Child Development
22.	Ved Prakash	16/05/1961	Women & Child Development
23.	Sunita Malik	06/06/1967	Information & Broadcasting
24.	Om Prakash	08/08/1968	Expenditure
25.	Rita Khurana	16/07/1962	Information & Broadcasting
26.	Naresh Singh	01/01/1962	Telecommunications
27.	V.A.N. Murthy	31/12/1961	Telecommunications
28.	Mamta Khanna	23/01/1964	Supply
29.	Tota Ram	30/06/1957	Supply
30.	Sur Singh	05/10/1957	Supply
31.	Dharam Singh	01/05/1968	Supply
32.	Suresh Kumar	19/12/1966	Supply
33.	Sudesh Jolly	08/07/1961	Agriculture & Cooperation
34.	Nand Kumar	04/05/1957	Agriculture & Cooperation
35.	Saraswati Shukla	13/12/1954	Agriculture & Cooperation
36.	Dharma Vir	25/11/1960	Agriculture & Cooperation
37.	Gita Mohan	22/10/1966	Rural Development
38.	Ved Prakash	22/07/1962	Water Resources
39.	Survir Singh	15/08/1954	Water Resources
40.	Inder Bahadur	10/04/1955	Water Resources

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, _____
e-mail, if any. _____