

**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 1<sup>st</sup> November, 2011

**OFFICE MEMORANDUM**

**Subject : Backlog Training Programme for U.D.Cs/Assistants at ISTM  
for the period 12/12/2011 to 23/12/2011.**

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. **12/12/2011 to 23/12/2011**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Sandeep Mukherjee, Deputy Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 12<sup>th</sup> 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 **11<sup>th</sup> November 2011** to Shri Sandeep Mukherjee, Deputy Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Sandeep Mukherjee, Deputy Director(Co-ordinator) ISTM is accessible on phone No. 26102597 (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 17<sup>th</sup> June, 2011.

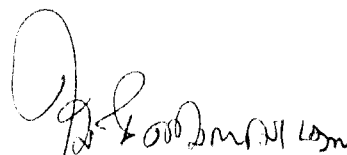
3. ISTM, (Shri Sandeep Mukherjee, Deputy Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **12<sup>th</sup> December, 2011** may please be furnished to this Department next day positively.

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](http://www.persmin.nic.in)>DOPT>Central Secretariat >  
CSS/Training Nomination Circulars/UDC)



( V/Srinivasaragavan )

Under Secretary to Government of India

Tele. : 24629412

**Training Programme for UDCs upgraded as Assistants to be held at ISTM  
( 12/12/2011 to 23/12/2011 )**

Sl. No.	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1.	Soban Singh	16/05/1959	Supply
2.	Chander Kishore	01/05/1961	Supply
3.	C.S. Rajwar	05/11/1954	Supply
4.	Sanjay Mallik	11/06/1967	Supply
5.	N K Jetli	31/05/1956	Supply
6.	J P Singh	10/10/1965	Supply
7.	A. Narasimha Swami	10/07/1964	Water Resources
8.	O.P. Narang	06/06/1963	Water Resources
9.	U.N. Mishra	01/01/1964	Water Resources
10.	Anil Kumar	15/05/1966	Water Resources
11.	Sohan Singh Bisht	01/06/1963	Water Resources
12.	Anuradha Talwar	07/10/1967	Home Affairs
13.	Kochukuttan V.	17/01/1962	Home Affairs
14.	J. Usha	19/01/1962	Home Affairs
15.	Sreekala S. Nair	29/07/1962	DOP&T
16.	Raj Kumar	09/02/1960	DOP&T
17.	S. Niranjana	05/03/1964	Home Affairs
18.	Sudha S. Raghvan	15/03/1964	Home Affairs
19.	Girija Harindranath	24/05/1964	Home Affairs
20.	Rajni Lamba	17/07/1967	DOP&T
21.	Hari Lal	12/12/1953	Food
22.	Manvinder Singh	07/03/1968	Food
23.	Shailaja Chandran	24/03/1967	Food
24.	S. Selvarajan	01/06/1964	Food
25.	Shankuntala Devi	01/08/1955	Agriculture & Cooperation
26.	Neelam Gupta	10/04/1968	IPP
27.	Trilok Singh-I	28/01/1957	IPP
28.	Rajiv Kumar Jain	15/08/1964	MSME
29.	Vijay Singh Rawat	15/07/1957	Telecommunications
30.	Jagpal Singh	12/01/1964	Telecommunications
31.	Ganga Kumari	10/07/1959	Labour
32.	Anita R More	09/04/1963	Labour
33.	Kalpna R Mestry	02/02/1962	Labour
34.	G Raja Kumar	13/10/1965	Labour
35.	Beena Asokan	15/06/1966	Urban Development
36.	Saroj Bala Gupta	10/04/1959	Urban Development
37.	Celine Mathew	20/05/1958	Urban Development
38.	Ganga Mansharamani	05/06/1960	Urban Development
39.	Lissama Jose	12/10/1958	Urban Development
40.	Promila Marwah	01/08/1964	Higher Education

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. \_\_\_\_\_