

Immediate

No. 8/4/2020-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi

Dated the 19th August, 2020

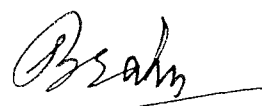
OFFICE MEMORANDUM

Subject: ONLINE Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 31/08/2020 to 01/10/2020 (94th Batch).

The undersigned is directed to inform that Officers whose names are given in Annexure I, have been nominated to participate in the mandatory Level 'B' Training Programme being conducted by ISTM w.e.f. 31/08/2020 to 01/10/2020. The training will be conducted online by ISTM and the participants are not required to visit ISTM in person for the same. The online training will be accessible through mobile or laptop/desktop as per the convenience of the participant.

2. The training of the officers and its successful completion is mandatory as per DOP&T Notification G.S.R.483(E) dated 12th July 2013. The performance of the officers in the training will be evaluated and the reports added in their APARs while considering their promotion. No request for withdrawal/exemption either from the Ministry/Department or the officer concerned shall be entertained except on the grounds indicated in DOP&T OM No.T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016. The officials who do not attend or successfully complete the Level 'B' training programme, will be liable to debarment and denial of promotion as envisaged in the above O.M. The provisions of 0065emption from the training mentioned in the above O.M. are reproduced below:

- (i) All phases of the Mandatory Cadre Training / In-Service Training Programme shall be attended by all officers in the first chance when it falls due. CSS officer/official will be given a maximum of two chances to complete each level of the mandatory Cadre Training Programme available to them.
- (ii) Postponement of participation from the **first chance to second chance** would be allowed only with the prior approval of DoPT. However, such approval for postponement of participation does not entitle the officer to obtain the respective promotion/grade/increment in relaxation of the Rules. It is reiterated that the officer will be entitled for the respective promotion/grade/increment only after he/she successfully completes the respective cadre training programme for CSS.
- (iii) Postponement of participation from the **First chance to Second chance** would be allowed by DoPT only in the case of rare and extraordinary circumstances, which are defined as under:
 - (a) Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' or nominated by DoP&T.
 - (b) Medical reasons of self or immediate family members, i.e., the officer himself/herself, his/her parents, spouse, children of the officer and parents-in-law of the Officer.

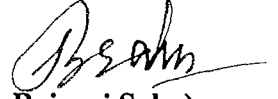


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- (c) Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
 - (d) Child care leave approved by competent authority.
 - (e) Marriage of self/the children.
 - (f) Officers on Election duty.
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- (iv) CSS Officer deputed by Government of India to a foreign assignment may be permitted to attend the mandatory training on return from such assignment for promotion to next grade.
 - (v) Officers of CSS cadre who have less than two years of service left for superannuation as on 1st July of the financial year in which the training is actually conducted, would be exempted from mandatory training.
 - (vi) The officers who do not attend the mandatory training programmes even after two nominations of CS Division, shall be debarred for future training programmes under the Cadre Training Plan.
 - (vii) Failure to attend any level of the mandatory training Programme in the 'two-chance window' provided would mandatorily attract the consequences laid down in the rules and guidelines relating to CSS services, with no exception.
 - (viii) In addition, administrative action may be taken to deny grant of promotion to such debarred officers.
 - (ix) In the case of officers leaving the training, in between the programme, other than on medical grounds, the entire cost of training shall be recovered from such officer for non-completion of training.
 - (x) **Authority empowered to permit postponement:** The cases relating to postponement will be handled by CS Division of DOPT. The postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division). No postponement may be permissible beyond 2nd chance. In exceptional cases, Secretary (P) can give permission beyond 2nd chance if the officer is not able to attend the training on a case to case basis.
 - (xi) The officer nominated for training shall be relieved for training by the respective Ministries/Departments/Organisations as it is mandatory, unless exemption is granted as applicable under rules by DOPT.
 - (xii) The officers who have been nominated by CS Division of DOPT under 2nd chance shall attend the training compulsorily and would be deemed to have been relieved for the purpose by the respective Ministries/Department.
3. Henceforth, all CSS officers, will get a maximum of two nomination chances to complete the mandatory trainings at various levels. The second nomination will be considered only under the circumstances mentioned in para 2 (iii) above.
4. The online Level B training does not involve any study tour. Hence, no TA/DA shall be admissible to any participant.
5. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The link is <http://www.istm.gov.in/lms/registration>. Confirmation with regard to the participation of the officers (after updating officers' particulars online on CMS) may please be sent to Course Director of ISTM. **Shri Bhagban Padhy, Deputy Director**, Telephone: 26737501 (O) Mob.9868449436.



6. The nominated officers may please be relieved of their duties and advised to contact the above Course Directors of ISTM for further details regarding online link etc. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.



(P. Bairagi Sahu)

Under Secretary to Government of India
Telephone. : 24624046
Email: pb.sahu@nic.in

To

**Joint Secretary(Admn.) of
the concerned Ministries/Departments
New Delhi.**

Copy forwarded for information and necessary action to :-

1. .ISTM Shri Shri Bhagban Padhy, Deputy Director (Course Director), Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **31st August, 2020** may please be furnished to this Department next day positively.
2. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi, (Shri Syed Imran Ahmed, DS).
3. Officer concerned.
4. US, CS-I (A), DOP&T (for information).
5. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
6. Website of this Department (www.persmin.nic.in<DOPT<Central Secretariat< CSS< Training Nomination Circulars<Assistants)

Annexure-I

**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
31/8/2020 TO 01/10/2020 (94th Batch)**

1	2011	Narendra Kumar Verma*	10/3/1978	Home Affairs
2	2011	Ramesh Kumar*	15/2/1970	Water Resources
3	2011	Vijay Singh Negi*	7/4/1988	Agriculture
4	2011	Gaurav Anand*	10/11/1984	H&UA
5	2011	R.K.Srivastava*	10/3/1985	Health & Family Welfare
6	2011	Soumitra Biswas	2/7/1988	I&B
7	2011	Chandan Kumar	20/7/1985	Environment & Forests
8	2011	Ravi Shankar Rawat	1/5/1982	H&UA
9	2011	Pooja Saini	22/3/1988	Power
10	2011	Arvind Kumar	25/7/1983	Telecommunication
11	2011	Dharmendra Kumar	15/1/1987	Civil Aviation
12	2011	Gyanendra Singh	7/11/1985	Steel
13	2011	Rajesh Kumar	20/2/1985	W&CD
14	2011	Chauhan Raj Narendra	5/10/1986	MHA
15	2011	Sivnaga Rajesh Kumar T	27/8/1987	H&UA
16	2011	Rahul Kumar	22/6/1984	Agriculture
17	2011	Ashok Kumar	16/12/1982	H&UA
18	2011	Minakshi Kumari	12/2/1982	UPSC
19	2011	Abhishek Kumar Bhandani	24/7/1987	Water resources
20	2011	Shailendra Kumar	20/12/1986	Expenditure
21	2011	Shashi Prabha Gupta	13/7/1987	UPSC
22	2011	Mukesh Kumar	5/12/1977	I&B
23	2011	Arvinda Kumar	2/2/1984	Commerce
24	2011	Ashwani Kumar	16/1/1990	IP&P
25	2011	Birendra Nath Nishad	16/6/1986	DoPT
26	2011	Ratnamani Singh	1/2/1983	Higher Education
27	2011	Rajat Yadav	9/3/1988	Steel
28	2011	Md.Sahanwaz Alam	3/1/1987	MHA
29	2011	Geetha M	24/10/1984	DoPT
30	2011	Chandandeekshith Goli	10/9/1987	Higher Education

1) * Second & Final Nomination

2) DoPT vide its OM No. T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016 has issued Revised Training Policy for Central Secretariat (CSS). A major shift from the earlier policy has been notified in the revised policy wherein the maximum no. of chances for mandatory training at various levels of CSS has been reduced from 3 to 2. Therefore, from now onwards the maximum chances allowed will be 2.

3) However, those who had exhausted their 2 chances prior to issuance of the revised policy may be allowed 3 chances.

4) The ASOs who have qualified SO LDCE for any year may not be relieved to attend the Level-B Training Programme.