

08/05/2011-CS-I(Trg.)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

Lok Nayak Bhavan, New Delhi
Dated, the 2nd April, 2011

OFFICE MEMORANDUM

**Subject : Level 'D' Training Programme for Section Officers in the
Zone of Promotion for Grade I(US) of the CSS at the ISTM
(23/05/2011 to 15/07/2011)**

The undersigned is directed to refer to DOP&T Order **No.5/3/2010/CS.I(U)** dated **3rd September, 2010** and **11th November, 2010** and to say that Section Officers were promoted to Grade I(Under Secretary) of the CSS on adhoc basis, with the condition that officers who have not undergone mandatory training as enjoined in cadre training plan for the CSS, will have to undergo the aforesaid training within a period of six months. Accordingly, Officers as per **Annexure- I**, who have not undergone the mandatory training programme, have been nominated to participate in the Level 'D' Training Programme to be conducted by ISTM w.e.f. **23/05/2011 to 15/07/2011**. The officers mentioned in **Annexure-I** may be relieved of their duties, **subject to vigilance clearance wherever not yet received** and advised to report to Smt. Vinod Jinal, Joint Director (Co-ordinator), ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 23rd May, 2011 without fail**.

2. As the training of the officers and its successful completion is mandatory, the Cadre Authorities are requested to ensure that the officers nominated to the above programme are **relieved in time**. **The performance of the officers in the training will be evaluated and the reports thereof would be added in their APARs while considering their promotion/regularisation**. 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 this would adversely affect the promotion of the officers. **The officers who do not attend or successfully complete the Level 'D' training programme will be liable to debarment and denial of promotion as envisaged in DOP&T OM No.1/1/2009-CS.I(Trg) dated 24.02.2010.**

3. The aforesaid training includes study tour as well as field visit outside Delhi. Officers nominated in **Annexure I** may be advised to draw necessary TA/DA advance of **Rs. 55,000/-** (Rs. 10,000/- for study tour and Rs. 45,000/- for the field visit in states) from their respective Ministry/Department. This amount may be sanctioned in the name of nominated officers in the form of Cash and the same will be collected by ISTM from the participating officers.

P.T.O.

4. Confirmation with regard to the participation of the officers along with their bio-data (**Annexure-II**) may please be sent by **06th May, 2011** to Smt. Vinod Jindal, Joint Director (Co-ordinator) ISTM, New Delhi, with a copy to the undersigned. Smt. Vinod Jindal, Joint Director (Co-ordinator), ISTM, is accessible on phone No. 26161375 (O).



(**G. C. Rout**)

Under Secretary to Government of India
Tele. : 24629413

To
{**Joint Secretary(Admn.) concerned**}
Ministry/Department of
New Delhi.

Copy forwarded for information and necessary action to : -

- 1 Officers concerned.
2. ISTM, (**Shri K. Govindarajulu - Deputy Director**), Administrative Block, Old JNU Campus, New Delhi-11067, w.r.t. their letter No. **A-33090/1/2005-ISTM (Coord)** dated **05th January, 2011**. **ER Sheets of the participants may also be got filled up, as already requested vide DOP&T Letter No.21/36/2006-CS.I(C) dated 2nd July 2009 .**
3. ISTM, (**Smt. Vinod Jinal, Joint Director**), Admn. Block, Old JNU Campus, **New Delhi-11067 - The list of officers, who report for training on 23rd May, 2011 may please be furnished to this Department next day positively.**
4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
5. PA to Director(CSI)
- 6 **US(U), CSI Section, DOP&T – For confirming the training status of the officers while considering their regularization.**
- 7 Guard file.
8. Web site of this Department (www.persmin.nic.in>CS Division>CSS/CSI-Training Circular - SO)



(**G. C. Rout**)

Under Secretary to Government of India
Tele. : 24629411

Annexure I

Level 'D' Training Programme to be held at ISTM (23/05/2011 to 15/07/2011)

S. No	CSL No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	6796	Amarendra Singh	01/01/68	Home Affairs
2	6798	Rajendra Prasad Tewari	13/12/63	HRD
3	6799	Jasbir Singh	01/06/72	Home Affairs
4	6800	P Bairagi Sahu	14/08/64	Fertilizers
5	6801	Sandeep Saxena	07/09/72	Food & Public Distribution
6	6802	Ashok Kumar Vijay	08/06/66	Staff Selection Commission
7	6803	Sanjay Kumar Sharma	24/10/67	Food & Public Distribution
8	6804	Manoj Kumar Singh	30/03/64	Home Affairs
9	6805	Prahlad Singh Dangwal	18/10/67	Food & Public Distribution
10	6806	Sunder Singh	15/08/64	Statistics & Prog. Imp.
11	6807	Chandra Mohan Negi	13/09/65	Statistics & Prog. Imp.
12	6809	Sunil Kumar Biswas	04/10/65	Posts
13	6832	Brij Mohan	07/01/60	Revenue
14	6834	Ram Chandra Das	11/02/63	Commerce (Supply)
15	6835	Ram Raj Meena	21/08/73	Rural Development
16	6836	Anil Kumar	01/01/68	Corporate Affairs
17	6837	Raj Kumar	15/08/65	Labour & Employment
18	6839	Niranjana Rakesh Minz	25/02/72	Culture
19	6840	Gour Pada Sarkar	01/07/73	Corporate Affairs
20	6841	Gopal Aditya Raghuvanshi	01/07/71	Labour & Employment
21	6843	Shimbhu Dayal Meena	20/11/73	Culture
22	6844	Ajit Kumar Dung Dung	08/11/68	Health & Family Welfare
23	6636	Jai Prakash Meena	05/03/63	Environment & Forests
24	6774	Gopal Jha	27/08/64	Home Affairs
25	6784	Shesh Kumar	12/09/64	Labour & Employment
26	6797	Naresh Kumar	01/09/69	Cabinet Secretariat
27	6810	Sarita Nair	30/06/66	Personnel & Training
28	6811	Ravi Kumar Vashisht	12/11/73	Textiles
29	6812	Surajit Dutta	20/04/64	Road Transport & Highways
30	6813	Vidyadhar Jha	25/04/72	Personnel & Training
31	6814	Debranjana Chattopadhyay	12/07/64	Disinvestment
32	6815	Pradeep Purohit	14/04/73	Social Justice & Employment
33	6816	Ravindra Nath Mohanty	19/04/63	Staff Selection Commission
34	6817	Harish Kumar Wadhwa	15/06/73	Steel
35	6818	Ravi Kumar Srivastava	30/08/64	Agriculture & Cooperation

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 **Section Officer**
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
(a) ISTM _____
(b) Other Training Institute _____
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. _____