

Most Immediate

**No.08/02/2011-CS.I(Trg)-Vol.II
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS.I Training**

Lok Nayak Bhawan, New Delhi
Dated the 14th September, 2011

OFFICE MEMORANDUM

Subject : Level 'A' Training Programme at ISTM for U.D.Cs with 5 years' approved service in the grade (03/10/2011 to 28/10/2011).

The undersigned is directed to inform that UDCs/adhoc Assistants, whose names are given in **Annexure I**, have been nominated for the Level 'A' Training Programme conducted by ISTM w.e.f. **03/10/2011 to 28/10/2011**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri G. D. Chawla, Assisstant Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 03rd October, 2011**.

2. **The performance of the officials in the training, as evaluated and reported by ISTM thereof, may 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 promotion/regularization, the Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time.

3. As the aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of Rs. 12,000/- each from their respective Ministry/Department. This amount may be released in **Cash** only and the same shall be collected by ISTM from the participating officials.

4. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **23rd September, 2011** to Shri G.D. Chawla, Assistant Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri G. D. Chawla, Assistant Director(Co-ordinator) ISTM is accessible on phone No. 26165593 (O).


(**Vidyardhar Jha**)

Under Secretary to the Government of India
Tele. : 24624046

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-33090/1/2005-ISTM(Coord) dated 17th June, 2011.
3. ISTM, (Shri G. D. Chawla, Assistant Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **03rd October, 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<CS Division<CSCS<Training Circulars<U.D.C.)



(**Vidyadhar Jha**)
Under Secretary to the Government of India
Tele. : 24624046

**Level 'A' CSS Cadre Training Programme for UDCs
with 5 years approved service in the Grade at ISTM
(03/10/2011 to 28/10/2011)**

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1.	Ajay Kumar Nath	23/08/1960	Urban Development
2.	Devi Ram	15/04/1962	Urban Development
3.	Ram Kishan	11/11/1956	Urban Development
4.	N.C.Das	09/01/1962	Urban Development
5.	Sushil Sharma	05/05/1957	Home Affairs
6.	Mahesh Chand	04/02/1956	Home Affairs
7.	Lalitha Subramanian	15/01/1958	Home Affairs
8.	Ravinder Singh Rawat	14/04/1956	Home Affairs
9.	Bimaljyoti Roy	17/12/1965	Science & Technology
10.	Mast Ram Sharma	08/09/1956	UPSC
11.	Ravinder Singh	05/07/1962	UPSC
12.	Mahesh Kumar Batra	24/08/1971	UPSC
13.	Jitender Chugh	05/02/1976	Posts
14.	Umesh Kumar	25/05/1971	UPSC
15.	Krishna Kumar Singh	12/04/1969	Agriculture & Cooperation
16.	Balvinder Singh	10/10/1975	Water Resources
17.	Kahan Chand	25/07/1954	Labour & Employment
18.	Madhumita Ghosh	20/12/1972	Labour & Employment
19.	Brij Nandan	11/01/1974	Law & Justice
20.	Jugal Kishore	19/08/1975	Expenditure
21.	Chitra Ravikumar	23/10/1968	Water Resources
22.	Ajeet Singh Dhariwal	29/04/1957	Information & Broadcasting
23.	Mohan Chandra Joshi	15/10/1956	Information & Broadcasting
24.	Om Prakash	04/07/1963	Food & Public Distribution
25.	J.P. Maurya	01/05/1969	Food & Public Distribution
26.	Gitesh Sinha	29/08/1964	Steel
27.	V. K. Sharma	17/09/1964	Food & Public Distribution
28.	Rajeshwar Dayal	15/07/1961	Social Justice & Empowerment
29.	Sushil Kumar Chadha	31/12/1955	Health & Family Welfare
30.	Vir Singh	24/06/1959	Health & Family Welfare
31.	Sarita Kala	26/09/1967	DGHS
32.	Murlidharan Nair P.	08/07/1970	Health & Family Welfare
33.	V. N. Venkataraman	27/06/1971	DGHS
34.	Shispal Singh	16/03/1955	Health & Family Welfare
35.	Sohan Lal	26/12/1960	DGHS

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. _____