

Most Immediate

**08/02/2010-CSI(T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi
/CSI Training/**

Dated the 6th April, 2010

OFFICE MEMORANDUM

Subject : Level 'A' Training Programme for U.D.Cs with 5 years' approved service in the grade at the ISTM (03/05/2010 to 28/05/2010).

The undersigned is directed to inform that UDCs with 5 years' approved service in the grade, whose names are given in **Annexure I**, have been nominated for the above mentioned Level 'A' Training Programme. This training is being conducted by ISTM w.e.f. **03/05/2010 to 28/05/2010**. 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 03rd May, 2010.**

2. As the training of the officials and successful completion is mandatory, the Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time. **The performance of the officials in the training will be evaluated and the reports thereof would be added in their CRs to be considered for their next promotion.** 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 have an effect on their next promotions. It is also informed that **as per DOP&T OM No.1/1/2009-CSI(Trg) dated 24th February, 2010, thrice nominated candidates who have not yet undergone training and who fail to attend again, will be debarred from future mandatory training modules, which will impact their next promotion adversely.**

P.T.O

4. Confirmation with regard to the participation of the officers along with their respective bio-data(**Annexure-II**) may please be sent by **15th April, 2010** to **Shri R.K. Kundi**, Deputy Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned.



(**Dr. REENA SETHI**)

Under Secretary to the Govt. of India

Phone : 24629412

To

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

Copy forwarded to :-

- 1 Concerned officers.
- 2 ISTM, (Sh. Apendu Ganguly- Dy. Director(Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33090/1/2005-ISTM(Coord) dated 14th January, 2010. **ER Sheets of the participants may also be got filled up, as separately requested.**
- 3 ISTM, (Shri RK Kundi, Dy. Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **03rd May, 2010** 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 – **With a request to kindly confirm the nominees' training status before their next promotion.**
- 6 Guard File.
7. Web site of this Department (www.persmin.nic.in/CSS/Training/U.D.C.)



(**Dr. REENA SETHI**)

Under Secretary to the Govt. of India

Phone : 24629412

**Level 'A' CSS Cadre Training Programme for UDCs
with 5 years approved service in the Grade at ISTM
(03/05/2010 to 28/05/2010)**

S. No	CSL No. of SL 1995	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1.	4124	Prayag Raj Gupta	07/01/1962	Finance
2.	4125	Rajiv Saxena	30/09/1967	Finance
3.	4128	Pushpa Batra	02/01/1961	Home Affairs
4.	4129	PK Bansal	10/02/1957	Home Affairs
5.	4131	Sushma Amarpuri	08/08/1954	Home Affairs
6.	4132	PSVK Vishvandhan	01/02/1967	Home Affairs
7.	4134	Rajbir Singh	10/06/1954	Power
8.	4135	Pyare Lal Sharma	09/12/1955	Power
9.	4136	V Srinivasan	04/06/1969	Power
10.	4137	S Jamuna	06/03/1961	IP&P
11.	4138	Kaushlendar Kumar	28/02/1965	IP&P
12.	4139	Tejpal Singh	05/11/1957	IP&P
13.	4140	Geeta Sakhuja	09/02/1967	IP&P
14.	4141	Mahabir Singh Rawat	10/01/1964	Home Affairs
15.	4142	Saroj Bala Lamba	10/05/1962	Home Affairs
16.	4143	BB Upadhayay	19/10/1968	Home Affairs
17.	4144	Sandip Kumar Sharma	11/03/1979	DOP&T
18.	4145	RK Verma	25/07/1961	Agriculture & Cooperation
19.	4146	Hemendra Singh	23/12/1965	Agriculture & Cooperation
20.	4147	Rajendra Kumar	06/12/1955	Agriculture & Cooperation
21.	4148	JL Padhee	17/05/1965	Agriculture & Cooperation
22.	4149	Ram Niwas	19/03/1961	Civil Aviation
23.	4150	Chander Singh	01/11/1957	Civil Aviation
24.	4153	Renu Bala Batra	21/01/1958	Social Justice & Empowerment
25.	4155	Manoj Kumar	07/07/1967	Social Justice & Empowerment
26.	4159	Shahbnam Aggarwal	10/05/1968	Commerce
27.	4162	Avinash Kaur	28/04/1968	I&B
28.	4163	Gita Ram	22/05/1954	I&B
29.	4165	Ajit Kumar Aggrewal	01/04/1958	I&B
30.	4169	Nirmal Dewas	16/09/1967	I&B
31.	4170	Umesh Kumar	05/10/1962	Home Affairs
32.	4172	Amarjeet Singh	04/08/1965	Home Affairs
33.	4173	Gopal Prasad	20/07/1964	Home Affairs
34.	4174	Maya Yadav	25/11/1965	Home Affairs
35.	4175	Shahid Ahmed	14/08/1962	Home Affairs
36.	4176	P Kumar	27/05/1969	Home Affairs
37.	4177	Nishi Sharma	11/05/1964	Home Affairs
38.	4179	Rajinder Kumar Lomror	25/05/1963	Home Affairs
39.	4180	Seema Kalra	10/01/1966	Home Affairs
40.	4181	RS Tomar	09/05/1958	Commerce

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. _____