

**08/02/2011-CSI(Trg.)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
(CS-I Training)**

**2<sup>nd</sup> Floor, Lok Nayak Bhavan, New Delhi  
Dated the 23<sup>rd</sup> June, 2011**

**OFFICE MEMORANDUM**

**Subject : Level 'A' Training Programme at ISTM for UDCs with five years'  
Approved service in the grade ( 04/07/2011 to 29/07/2011 ).**

The undersigned is directed to inform that UDCs, whose particulars are given below, have been **re-nominated** for **Level 'A' Training Programme** which is being conducted by ISTM w.e.f. **04/07/2011 to 29/07/2011**.

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE Ministry/Department
1.	<b>M.S. Soman *</b>	03/05/1967	DOP&T
2.	<b>Ashim Kumar Das *</b>	06/01/1961	Urban Development
3.	<b>Prahlad Ghosh *</b>	22/11/1958	Urban Development
4.	<b>G.K. Dey *</b>	01/01/1961	Urban Development
5.	<b>Ranjay Kumar *</b>	30/09/1967	Planning Commission
6.	Gauranga M. Dutta	03/03/1961	Urban Development
7.	Probir Kumar Deb	02/12/1958	Urban Development
8.	Mridual Kumar Ghosh	22/01/1960	Urban Development
9.	Manash Kumar Das	01/11/1965	UPSC
10.	M.S. Nair	20/03/1970	Agriculture & Cooperation
11.	Sanjay Nagpal	11/01/1966	Petroleum & Natural Gas
12.	Kuldip Tickoo	22/07/1966	Information & Broadcasting

2. As per DOP&T OM No.4/6/2010-CS.II dated 21/01/2011 and 4/2/2006-CS.II dated 20/06/2011 their adhoc promotion is subject to the condition that the adhoc promotion/appointment would be continued only if they attend and qualify the mandatory training as and when nominated by CS.I(Training) Section failing which their ad-hoc appointment would be terminated. **In order to comply with the mandatory conditions for imparting training for holding higher responsibilities these officials are given another (\*last) chance for the successful completion of the mandatory Level 'A' training programme.**

3. The concerned authorities are therefore requested that the officials may be relieved of their duties without fail and advised to **report to Smt. Namita Malik, Assistant Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi at 9 A.M. on 4<sup>th</sup> July, 2011. The performance of the officials in the training, as evaluated and reported by ISTM thereof, may be added in their APARs.** 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. In case these officers are not relieved by the concerned Ministry/Department or any of them does not complete the training successfully, such non-attending of the training or not completing the training successfully would **entail reversion to the post of UDC apart from any other action as deemed necessary.**

4. 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.

5. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **29<sup>th</sup> June, 2011** to **Smt. Namita Malik**, Assistant Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Smt. Namita Malik, Assistant Director(Co-ordinator) ISTM is accessible on phone No. 26185311 (O).



( **Vidyadhar 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 5<sup>th</sup> January, 2011.
3. ISTM, (Smt. Namita Malik, A.D.) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **4<sup>th</sup> July, 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<CSS<Training Circulars<U.D.C.**)



( **Vidyadhar Jha** )

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**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 <b>UDC</b> 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.	_____