

Most Immediate

02/02/2008-CSI(Trg)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
/CSI Section/

New Delhi, dated 6th August, 2008

OFFICE MEMORANDUM

Subject : Level 'A' Training Programme for ad-hoc Assistants (regular UDCs) with 5 years approved service of the CSS at the ISTM (25/8/2008 to 3/10/2008).

**

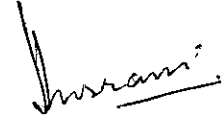
The undersigned is directed to say that ad-hoc Assistants (regular UDCs with 5 years of approved service) whose names are given in **Annexure I** have been nominated for the above Level 'A' Training Programme. This training is being conducted by ISTM w.e.f. 25/8/2008 to 3/10/2008. It is requested that these officers may be relieved of their duties accordingly and advised to report to Sh. V.P.Sharma, Asstt. Director (Coordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 AT 9 A.M. on 25th August, 2008.

2 Since, the cadre authorities are pressing hard for early deployment of assistants, the officers nominated in Annexure I have been promoted as ad-hoc Assistants, subject to the condition that their ad-hoc appointment in Assistant Grade would be continued only if they attend and qualify the mandatory training, failing which their ad-hoc appointment would be terminated. The concerned Cadre Authorities are therefore requested to ensure that the officers nominated to the above programme are released in time. 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 adverse impact on extension of their ad-hoc promotion.

3 The aforesaid training includes study tour for which officers nominated above may be advised to draw necessary TA/DA advance of Rs. 8000/- each from their respective Ministry/Department. This amount may be released in Cash only.

P.T.O

4 Confirmation with regard to release of the officers along with their respective bio-date (Annexure II) may please be sent by **13th August, 2008** to Sh. V.P. Sharma, Asstt. Director (Co-ordinator), ISTM, New Delhi, at the aforesaid address with a copy to the undersigned. Sh. V.P.Sharma, Asstt. Director/(Co-ordinator), ISTM, is accessible on Phone No. 26104038(O).



(DEEPAK ISRANI)

Under Secretary to the Govt. of India

Phone : 24629413

To

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

Copy forwarded to :-

1. Concerned officers.

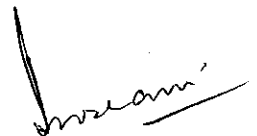
2 ISTM, (Sh. K S Kumar- Joint Director) Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33083/1/2007-ISTM(Coord) dated 12th March, 2008.

3 ISTM, (Sh. V.P. Sharma, Asstt. Director) Administrative Block, Old JNU Campus, New Delhi-110067. **It is requested that a list of offices who report for training on 25th August, 2008 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.

✓ 6 NIC for uplodading on the web site of this Department (CSI-Training Circular-U.D.C.)



(DEEPAK ISRANI)

Under Secretary to the Govt. of India

Phone : 24629413

Annexure I**Level 'A' Training Programme for UDCs of CSS with 5 years approved service****(25/08/2008 to 03/10/2008)**

Sl. No.	NAME OF THE OFFICER Ms/Smt./Sh.	DATE OF BIRTH	PLACE WHERE WORKING Ministry/Department
1	Narender Kumar	02.04.66	Urban Development
2	Krishna Khera	27.05.56	Human Resources Development
3	R Varatharajan	03.07.65	Human Resources Development
4	Rathish Kumar PP	29.06.63	Human Resources Development
5	Alok Sarkar	16.01.66	DOP&T
6	Rama Kumar	20.03.63	Finance
7	V Lakshmi	20.10.66	Finance
8	Nathan Singh Meena	02.07.68	Women & Child Development
9	M Sivasankaran	26.02.60	Urban Development
10	Suresh Kumar	24.04.63	Finance
11	Laxmi Dutt	15.10.53	MSME
12	A Narsimha Reddy	07.11.62	Urban Development
13	Reva Mehta	12.11.65	Health & Family Welfare
14	Rajinder Kumar	15.07.60	Environment & Forests
15	Kuldeep Singh Bawa	08.04.63	Road Transport & Highways
16	Devinder Kumar	30.10.55	Steel
17	Parthasarthy Datta	06.10.60	Agriculture & Cooperation
18	Darshan Singh	24.11.59	Planning Commission
19	Harsh Vardhan	30.10.61	Road Transport & Highways
20	Phool Singh	10.12.54	Road Transport & Highways
21	J K Chaturvedi	08.10.59	Road Transport & Highways
22	Ranojoy Kr Roy	24.06.61	Union Public Service Commission
23	Pradeep Singh Negi	01.01.65	Union Public Service Commission
24	V Guruprasad	01.05.61	Union Public Service Commission
25	Roy John Kurian	12.07.61	Union Public Service Commission
26	Biswajit Sarkar	28.02.60	Union Public Service Commission
27	Md Sharfuddin	09.01.60	Union Public Service Commission
28	Sarla Nagpal	18.12.52	Commerce
29	Sunil Kumar Gupta	08.03.59	Commerce
30	Laxmi Narain	04.02.68	Commerce
31	S Abirama Sekar	17.06.63	Commerce
32	Ranjeeta Mahapatra	25.08.64	Commerce
33	Anil Kumar I	22.09.60	Planning Commission
34	Ashok Kumar Agarwal	03.11.59	Planning Commission
35	K Subramanian	04.04.64	Agriculture & Cooperation

ANNEXURE – II

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 U.D.C.
Year of Select List _____

- 7 Whether the nominee is a member Yes/No
Of SC/ST. If yes, please specify SC/ST
- 8 Previous Training undergone
(i) ISTM _____
(ii) Other Training Instt. _____
9. (i) Nominee _____
(ii) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Place of Office, Tele. No. _____
(iii) Residential Address _____
with Tele. No, if any. _____