

Most Immediate

08/03/2010-CSI(Trg)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi

Dated the 7th January, 2011

OFFICE MEMORANDUM

Subject : Level 'B' Training Programme for Assistants with 8 years' approved service of the CSS at the ISTM (28/02/2011 to 01/04/2011).

The undersigned is directed to inform that Assistants with 8 years' approved service in the grade, whose names are given in **Annexure I**, have been nominated for the above Level 'B' Training Programme. This training is being conducted by ISTM w.e.f. **28/02/2011 to 01/04/2011**. It is requested that these officers may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Parth Vasaniya, Assistant Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 28th February, 2011**.

2. ISTM has reported that even after nominations/re-nominations the officials mentioned at **Sl.No.1 to 15 of Annexure I** have not reported for the mandatory Level 'B' training programme. These officials are given another chance for the successful completion of the Level 'B' Training Programme which is mandatory for their next promotion. The performance of the officials in the training will be evaluated and the reports thereof would be added in their APARs to be considered for their next promotion. 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. The concerned Cadre Authorities are therefore requested to ensure that the officers nominated to the above programme are relieved in time.

3. The aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of **Rs.16,000/-** each from their respective Ministry/Department. This amount may be released in **Cash** only.

4. Confirmation with regard to the participation of the officers along with their respective bio-data(**Annexure-II**) may please be sent by **21st January, 2011** to Shri

P.T.O.

Parth Vasaniya, Assistant Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Parth Vasaniya, Assistant Director/(Co-ordinator), ISTM, is accessible on Phone No. 26185311 (O).



(VIDYADHAR JHA)

Under Secretary to the Govt. of India
Phone : 24624046

To

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

Copy forwarded to :-

- 1 Officer concerned.
2. ISTM, (Sh. Apendu Ganguly(Coord) Dy. Director), 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 requested vide DOP&T Letter No.21/36/2006-CS.I(C) dated 2nd July 2009.**
3. ISTM (Shri Parth Vasaniya, Assistant Director), Administrative Block, Old JNU Campus, New Delhi-110067. **It is requested that a list of officers who report for training on 28th February, 2011 may please be furnished to this Department next day positively.**
4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
5. US(SK)/CS.I
6. PA to DS(CS.I)/US(Trg)
7. Guard File
8. NIC,DOP&T with the request to place the above OM along with its enclosures on the Web site of this Ministry on the homepage (what is new ?).
9. Web site of this Department (www.persmin.nic.in<CS Division<CSS<Training Circulars<Assistant)



(VIDYADHAR JHA)

Under Secretary to the Govt. of India
Phone : 24624046

**Level 'B' Cadre Training Programme at ISTM for CSS Assistants
with 8 years approved service in the Grade**

(28/02/2011 to 01/04/2011)

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	A Mukhopadhyay *	01/09/1957	Commerce
2	Kamlesh Kumar *	05/12/1972	Textiles
3	Sat Narain *	03/02/1954	Water Resources
4	Rajeev Kr. Das *	31/10/1970	Health & Family Welfare
5	Laxman Singh *	15/06/1958	Defence
6	Deepak Sharma *	21/07/1975	Commerce
7	Rajesh Kumar *	03/12/1970	Home Affairs (deptn. to NIFT)
8	Harjit Kaur *	03/09/1953	ARPG
9	D. Anand *	06/11/1969	Planning Commission
10	Rajesh Kumar *	05/09/1972	Steel
11	RS Dhabra *	06/06/1959	Home Affairs
12	Ch. Govind Rao *	01/01/1956	Urban Development
13	Vijay Razdan *	08/10/1956	Water Resources
14	Anajana Kumari *	21/07/1952	Environment & Forest
15	Deepak Kumar *	29/01/1974	Steel
16	Sanjay Kumar Tiwari	15/03/1974	Water Resources
17	Vijaylakshmi	04/07/1957	Secondary & Higher Education
18	Saumya Bhatnagar	14/09/1973	Secondary & Higher Education
19	Neelam Malik	28/04/1958	Secondary & Higher Education
20	Kailash Chand	01/01/1955	Information & Broadcasting
21	Anil Kumar Gupta	15/02/1976	Information & Broadcasting
22	Ratnakar Yadav	20/07/1977	Petroleum & Natural Gas
23	Umesh K Pali	28/01/1964	Expenditure
24	Raj Pal	11/10/1953	Fertilizers
25	Kiran Asthana	16/08/1957	Secondary & Higher Education
26	Vinod Gupta	15/02/1976	Telecommunications
27	Tarawanti Chopra	02/06/1958	Information & Broadcasting
28	Rajeev Saraswat	20/05/1973	Information & Broadcasting
29	Amit Kumar	22/06/1977	Information & Broadcasting
30	K. L. Meena	18/10/1960	Expenditure

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
31	Rita Makhija	02/01/1956	Telecommunications
32	Kuntla	15/10/1956	UPSC
33	Sudhir Agarwal	26/09/1978	UPSC
34	Sudesh Bhandari	15/04/1954	Health & Family Welfare
35	K. K. Vaiphei	01/08/1958	Water Resources
36	E. Kujjur	13/10/1961	Expenditure
37	Manoj Kumar Shukla	02/09/1977	Expenditure
38	Sunil Kumar Gupta	09/11/1970	Coal
39	Mateen Ahmad	18/12/1970	Labour

* **Re-nomination cases.** Re-nominated officials who have not yet undergone the training and who fail to attend again will be debarred from future mandatory training modules, which will impact their next promotion adversely. No correspondence in this regard will be entertained.

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 **Assistant
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. _____