

Immediate

**No. 8/2/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)**

**Lok Nayak Bhavan, New Delhi
Dated the 31th August, 2022**

OFFICE MEMORANDUM

Subject: Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 12/09/2022 to 14/10/2022 (130th Batch).

The undersigned is directed to inform that officers whose names are given in the Annexure have been nominated to participate in the mandatory Level 'B' Cadre Training Programme of CSS, being conducted by ISTM w.e.f. **12/09/2022 to 14/10/2022**. Accordingly, these officers may please be relieved of their duties and advised to report to the Course Director – **Shri Rajeev Kumar Kundi, Faculty Consultant, (Email – rajeev.kundi@nic.in, Phone No. 26737609, M. No. 9810864709)** at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 12/09/2022**.

2. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The web-link for the same is <http://www.istm.gov.in/lms/registration>. Officers may carry a printout of the filled up form, duly authenticated by their sponsoring authority and submit the same to ISTM on the day of joining the course. Confirmation with regard to the participation of the officers (after updating officers' particulars online) may please be sent to the Course Director at ISTM..

3. The training of the officers and its successful completion is mandatory as per CSS Regulations, 2010/2013. The performance of the officers in the training will be evaluated and the reports added in their APARs while considering their promotion. No request for withdrawal/exemption either from the Ministry/Department or the officer concerned shall be entertained except on the grounds indicated in DOP&T OM No.T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016. The officials who do not attend or successfully complete the Level 'B' training programme, will be liable to debarment and denial of promotion as envisaged in the above O.M. The provisions of exemption from the training mentioned in the above O.M. are reproduced below:

- (i) All phases of the Mandatory Cadre Training / In-Service Training Programme shall be attended by all officers in the first chance when it falls due. CSS officer/official will be given a maximum of two chances to complete each level of the mandatory Cadre Training Programme available to them.
- (ii) Postponement of participation from the **first chance to second chance** would be allowed only with the prior approval of DoPT. However, such approval for postponement of participation does not entitle the officer to obtain the respective promotion/grade/increment in relaxation of the Rules. It is reiterated that the officer will be entitled for the respective promotion/grade/increment only after he/she successfully completes the respective cadre training programme for CSS.
- (iii) Postponement of participation from the **First chance to Second chance** would be allowed by DoPT only in the case of rare and extraordinary circumstances, which are defined as under:
 - (a) Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' or nominated by DoP&T.
 - (b) Medical reasons of self or immediate family members, i.e., the officer himself/herself, his/her parents, spouse, children of the officer and parents-in-law of the Officer.

.....2/-

Sanjay Kataria

- (c) Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
- (d) Child care leave approved by competent authority.
- (e) Marriage of self/the children.
- (f) Officers on Election duty.
- (iv) CSS Officer deputed by Government of India to a foreign assignment may be permitted to attend the mandatory training on return from such assignment for promotion to next grade.
- (v) Officers of CSS cadre who have less than two years of service left for superannuation as on 1st July of the financial year in which the training is actually conducted, would be exempted from mandatory training.
- (vi) The officers who do not attend the mandatory training programmes even after two nominations of CS Division, shall be debarred for future training programmes under the Cadre Training Plan.
- (vii) Failure to attend any level of the mandatory training Programme in the 'two-chance window' provided would mandatorily attract the consequences laid down in the rules and guidelines relating to CSS services, with no exception.
- (viii) In addition, administrative action may be taken to deny grant of promotion to such debarred officers.
- (ix) In the case of officers leaving the training, in between the programme, other than on medical grounds, the entire cost of training shall be recovered from such officer for non-completion of training.
- (x) **Authority empowered to permit postponement:** The cases relating to postponement will be handled by CS Division of DOPT. The postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division). No postponement may be permissible beyond 2nd chance. In exceptional cases, Secretary (P) can give permission beyond 2nd chance if the officer is not able to attend the training on a case to case basis.
- (xi) The officer nominated for training shall be relieved for training by the respective Ministries/Departments/Organisations as it is mandatory, unless exemption is granted as applicable under rules by DOPT.
- (xii) **The officers who have been nominated by CS Division of DOPT under 2nd chance shall attend the training compulsorily and would be deemed to have been relieved for the purpose by the respective Ministries/Department.**

4. The aforesaid training includes study tour as informed by ISTM and officers nominated may please be advised to draw necessary TA/DA advance of **Rs. 40,000/- (Forty Thousand Only)** each from their respective Ministries/Departments. This amount may be sanctioned in the name of nominated officers and the same will be collected by ISTM from the participating officers.

5. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.


(Rajeev Nayan)

Under Secretary to Government of India
Telephone. : 011-24624046
Email: rajeev.nayan@nic.in

To

**Joint Secretary (Admn.) of
the concerned Ministries/Departments.**

Copy forwarded for information and necessary action to :-

1. The Director, ISTM, Admn. Block, Old JNU Campus, New Delhi – 110067.
2. **Sh. Rajeev Kumar Kundi, Faculty Consultant, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **12th September, 2022** may please be furnished to this Department next day positively. **Further, it is requested to kindly indicate DoB/ Rank in the participation list and results list to facilitate to easy identification of the candidates.**
3. Training Division, Deptt. of Personnel & Training, Old JNU Campus, New Delhi -110067 -(Kind Attn: **Shri Syed Imran Ahmed, DS**).
4. Officers concerned.
5. US, CS-I (A), DOP&T (for information).
6. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
7. Website of this Department (www.persmin.nic.in<DOPT<CentralSecretariat<CSS< Training Nomination Circulars<Assistants)

*Kejari
Chayer*

Annexure-I**LIST OF OFFICERS FOR LEVEL- "B" TRAINING PROGRAMME BY ISTM FROM
12/09/2022 TO 14/10/2022 (130th Batch)**

S.No.	Year	Name	Date of Birth	Rank	Ministry
1	2013	Mohd Saqib Ansari*	16-04-1992	3717	NDMA
2	2013	Rinku Kumar*	02-03-1985	3735	Information & Broadcasting
3	2013	Kartik Yadav*	30-01-1988	4020	Expenditure
4	2013	Santosh Kumar Ronanki*	02-07-1988	4026	SSC (Raipur)
5	2013	Anil Kumar – II*	29-10-1991	4390	Food & Public Distribution
6	2013	Sominlal John Touthang	29-01-1984	5112	UPSC
7	2013	Dharam Singh Meena	03-08-1986	5113	Expenditure
8	2013	Komal Meena	30-01-1988	5120	Education
9	2013	Anil Meena	15-03-1988	5126	Expenditure
10	2013	Md. Ashfaque Alam	10-01-1992	5163	Personnel & Training
11	2013	Alois Toppo	22-09-1988	5173	Personnel & Training
12	2013	Parul Sharma	16-10-1992	5179	Food & Public Distribution
13	2013	Keshram Meena	02-05-1992	5198	UPSC
14	2013	Rakesh Meena	10-07-1988	5201	UPSC
15	2013	Ram Swroop Meena	15-04-1992	5205	Expenditure
16	2013	Rahul Singh	03-10-1986	5214	Expenditure
17	2013	Brijesh Kumar Singh	25-02-1989	5215	Civil Aviation
18	2013	Shashank Nautiyal	28-03-1991	5217	Information & Broadcasting
19	2013	Rahul Pawaria	24-10-1989	5218	Textiles
20	2013	Mirtunjay Kumar	06-08-1988	5222	MoSPI
21	2013	Anurag Gothwal	26-05-1987	5225	Expenditure
22	2013	Surendra Kumar	20-03-1989	5228	UPSC
23	2013	Mukesh Dutt Meena	07-01-1990	5229	UPSC
24	2013	Jag Ram Meena	08-08-1988	5230	UPSC
25	2013	Rohit Knojia	02-11-1986	5231	Information & Broadcasting
26	2013	Davendra Kumar	28-06-1986	5232	Expenditure
27	2013	Gourav Kumar Meena	01-10-1990	5233	Posts
28	2013	Monika Jakiwal	06-06-1988	5237	Posts
29	2013	Ajay Kumar Meena	29-08-1992	5239	Expenditure
30	2013	Ankush Galotia	01-01-1988	5240	Personnel & Training
31	2013	Rajanish Meena	28-02-1992	5241	Expenditure
32	2013	L.H. Lalneo	16-01-1987	5242	Personnel & Training
33	2013	Saurabh Prasad Singh	28-03-1991	5243	NITI Aayog
34	2013	Mantosh Kumar Gond	08-02-1982	5244	Expenditure
35	2013	Jitendra Kumar Yadav	03-04-1989	5246	Commerce

***These re-nominated officers shall attend the training compulsorily and would be deemed to have been relieved for the purpose, as this is their final opportunity to avail the mandatory training required for being eligible for next promotion.**

Brijesh Kumar Singh