

Most Immediate

**No.08/12/2011-CS.I(Trg)-Vol-III
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi**

Dated the 12th December, 2011

OFFICE MEMORANDUM

**Subject : Backlog Training Programme for adhoc Section Officers/
Assistants at ISTM for the period from 09/01/2012 to 20/01/2012.**

The undersigned is directed to inform that adhoc Section Officers/Assistants, whose names are given in **Annexure I**, have been nominated for the above mentioned Backlog Training Programme. This training is being conducted by ISTM w.e.f. **09/01/2012 to 20/01/2012**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Ranjan Kumar, Deputy Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 9th January, 2012**.

2. **The performance of the officials in the training will be evaluated and the reports thereof be added in their APARs.** No request for withdrawal of nomination either from the Ministry/Department or the officer concerned shall be entertained by this Department or the Institute. The instant training is meant for **Assistants/Ad-hoc Sections Officers who have not undergone the Level 'B' training** and those who are not above the age of 58 years as on July 2012. **Officers promoted as Section Officers on the basis of SO LDCE results are exempted from undergoing this training.** Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time.

3. As the aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of Rs. 15,000/- each from their respective Ministry/Department. This amount may be released in **Cash** only.

4. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may be sent at the earliest to **Shri Ranjan Kumar, Deputy Director** (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Ranjan Kumar, Deputy Director(Co-ordinator) ISTM is accessible on phone No. 26175590 (O).



(**Vidyadhar Jha**)

Under Secretary to Government of India
Tele. : 24624046

To

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

Copy forwarded to :-

1. ISTM, (Sh. K. Govindarajulu- Dy. Director(Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33090/01/2005-ISTM(Coord) dated 17th June, 2011.
2. ISTM, (Shri Ranjan Kumar, Dy. Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **9th January, 2012** may please be furnished to this Department next day positively.
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi for information.
4. CSI(S) Section, DOP&T, LN Bhawan, New Delhi
5. Guard File.
6. Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat >CSS/Training Nomination Circulars/Assistant)



(**Vidyadhar Jha**)

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**Training Programme for adhoc Section Officers to be held at ISTM
(09/01/2012 to 20/01/2012)**

Sl. No.	Name (S/Shri/Smt/Ms)	D.O.B.	Ministry/Department
1	Sudhir Kumar Sharma *	12/09/1958	Commerce
2	S.K. Gupta *	01/07/1956	Agriculture & Cooperation
3	Surajit Saha *	25/10/1976	UPSC
4	Uma Sharma *	20/06/1958	DOP&T
5	Bhaskar Seal *	30/12/1977	UPSC
6	C. S. Ahuja *	02/09/1958	UPSC
7	Dinesh Chand *	22/08/1958	Home Affairs
8	Mukesh Kumar	25/02/1977	UPSC
9	Puran Singh-II	06/12/1957	UPSC
10	Rajesh Gupta	10/05/1960	UPSC
11	Devi Charan Koli	12/04/1956	UPSC
12	Goverdhan Lal	21/10/1956	UPSC
13	Sudesh Kumar	28/04/1956	Higher Education
14	Mahesh Kumar Gupta	01/01/1980	Higher Education
15	Karunesh Pratap Singh	22/08/1976	Expenditure
16	Saroj Thakur	08/03/1959	Culture
17	R. Ramesh	06/03/1957	Health & Family Welfare
18	Manish Kumar Singh	01/03/1980	Health & Family Welfare
19	Dinesh Kr. Shukla	26/02/1978	Legal Affairs
20	Yugal Kishore	05/10/1954	Power
21	Sandeep Kr. Sinha	06/12/1978	Power
22	Balbir Singh	08/03/1956	Agriculture & Cooperation
23	Anil Kumar Samdarshi	05/10/1978	Agriculture & Cooperation
24	Pankaj Kumar Sinha	15/04/1973	Defence
25	Kulbir Singh Gulaya	12/08/1954	Commerce
26	Manish Mrinal	30/01/1979	Commerce
27	Sudesh Kumari	26/04/1957	Commerce
28	Sonu Kumar	21/12/1981	Commerce
29	A. K. Tiwari	28/12/1957	Agriculture & Cooperation
30	Ashok Kumar Singh	02/01/1976	Agriculture & Cooperation
31	Prasoon Tripathi	13/08/1976	Posts
32	J. S. Rana	26/11/1957	Women & Child Development
33	Saurabh Omar	03/11/1976	Education
34	Krishna Khetrapal	01/01/1955	Health & Family Welfare
35	Shreekant Ranjan	21/12/1978	Health & Family Welfare
36	Raj Kumar - II	25/05/1957	Expenditure
37	Ashutosh Mishra	26/01/1983	Expenditure
38	Renu Jain	04/05/1958	Education
39	Om Prakash Singh	02/12/1979	Education
40	Amit Sahai	06/01/1977	Expenditure
41	Darbara Singh	06/12/1957	Health & Family Welfare
42	Dharmendar Rai	12/08/1974	Health & Family Welfare
43	Anita Karwal	10/06/1961	Road Transport & Highways
44	Raghvendra Singh Kushwah	12/11/1976	Road Transport & Highways
45	Suman Sharma	01/07/1979	Posts
46	Sachin Kumar Jain	03/03/1980	Road Transport & Highways
47	Rekha Sharma	15/12/1957	Commerce
48	Amit Kumar	25/02/1982	Commerce
49	P. C. Sharma	10/10/1954	Posts
50	Tajinder Singh Bal	17/07/1980	Posts

* renomination

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. _____