

IMMEDIATE

No. 21/1/2012-CS-II
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi – 110 003.

Dated the 13th July 2012

OFFICE MEMORANDUM

17/12

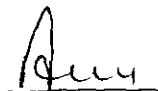
Subject:- PAR Level-II Training Programme from 6th August 2012 to 17th August 2012 (Two Weeks) for Personal Assistants who are presently working as PS(ad-hoc)-reg.

The undersigned is directed to say that PS(adhoc) whose names are given in the Annexure-I have been nominated to participate in the Level-II Training Programme being conducted by the ISTM from 6/8/2012 to 17/8/2012 . It is requested that these officers may please be relieved of their duties with the direction to report to the course coordinator, Shri K. Govindarajulu, Joint Director, ISTM Administrative Block, JNU Campus (Old), Olaf Palme Marg, New Delhi-110067 at 9 A.M. on 6/8/2012 .

2. Cadre Authorities are requested to :

- i) ensure that the officers nominated for the above training programme are relieved in time.
- ii) officers nominated above may be advised to draw necessary TA/DA advance Rs. 20,000/- (Rupees twenty thousand only) each for study tour.
- iii) forward the Confirmation with regard to the participation of officers along with their Curriculum Vitae of each participants specifically indicating their gender in prescribed proforma given in the annexure-II to the course coordinator.

3. If any of the officers shown in the Annexure-I has already undergone similar refresher course conducted by ISTM , he/she may not be relieved/considered again for the abovementioned training programme and details of such officers may be forwarded to this Division.



(Kiran Vasudeva)

Under Secretary to the Govt. of India

Tel.No. 24654020

All Cadre Units concerned of CSSS

Copy forwarded to :-

ISTM (Shri K. Govindarajulu, Joint Director), ISTM Administrative Block, JNU Campus (Old), Olaf Palme Marg, New Delhi-110067- w.r.t their O.M. No. A-33083/3/2012-ISTM(Coord) dated 29th March, 2012 referred to above.

Annexure-I
Nomination for Level-II Programme to be held at ISTM
(6/8/2012 to 17/8/2012)

S.No.	Name (Mr./Ms.)	DOB	Cadre
1	Tripta Gupta	29-11-1959	Water Res.
2	Nidhi Malhotra	18-07-1969	Water Res.
3	Rama Devi Sharma	22-03-1956	Expenditure
4	A.F.Williams	28-02-1969	MHA
5	Vinod Kumar	01-09-1968	Expenditure
6	S. Puttana	24-09-1964	Labour
7	Suman Chinoriya	15-07-1973	Expenditure
8	Seema Rani Arora	01-09-1969	Expenditure
9	Devinder Kaur	26-07-1959	Planning Comm.
10	Kalyan Chand	22-12-1956	Planning Comm.
11	Jacob V. George	10-05-1956	Telecom.
12	Bindu Mol.O	10-05-1968	Telecom.
13	D.P. Majumdar	22-07-1970	Urban Dev.
14	Leena Khanduja	05-02-1968	I&B
15	Neelam Prabha Sarna	02-10-1955	Expenditure
16	Sudha Sharma	21-10-1957	Expenditure
17	Mukesh Kumar	03-01-1972	Expenditure
18	Vasantha Ramesh	09-03-1959	UPSC
19	R.K.V. Nair	22-01-1957	S&T
20	Ajay Misra	01-08-1959	Civil Aviation
21	Sunita Harjai	30-04-1959	Planning Comm.
22	R.K. Gambhir	01-01-1959	Planning Comm.
23	Subhash Chander	03-02-1962	Coal
24	Sarishta Grover	12-12-1959	Planning Comm.
25	R.S. Bisht	10-01-1956	RT&H
26	Kusum Lata	03-05-1971	RT&H
27	Shashi Chadha	04-08-1960	IP&P
28	Randhir Singh	20-05-1961	IP&P
29	Suchita Banga	30-12-1957	IP&P
30	R.P. Dhingra	15-09-1957	Fertilizers
31	Rajneesh	02-02-1967	Env. & Forests
32	N.K.Jain	18-05-1956	Health & FW
33	Manju S. Chadha	07-12-1971	IP&P
34	Kanakam S.	22-08-1956	DOPT
35	Savita Bakshi	15-04-1960	Telecom.