

**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 21<sup>st</sup> April, 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 02/05/2022 to 03/06/2022 (122<sup>nd</sup> 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. **02/05/2022 to 03/06/2022**. Accordingly, these officers may please be relieved of their duties and advised to report to the Course Director – **Shri Yogesh Dwivedi, Deputy Director (Email – [yogesh.dwivedi@gov.in](mailto:yogesh.dwivedi@gov.in), Phone No. 26185312, M. No. 9968305763)** at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 02/05/2022**.

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 4<sup>th</sup> 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.

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- (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.
  - (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 1<sup>st</sup> 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 2<sup>nd</sup> chance. In exceptional cases, Secretary (P) can give permission beyond 2<sup>nd</sup> 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 2<sup>nd</sup> chance shall attend the training compulsorily and would be deemed to have been relieved for the purpose by the respective Ministries/Department.**

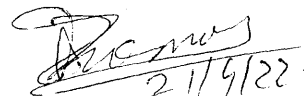
4. Henceforth, all CSS officers, will get a maximum of two nomination chances to complete the mandatory trainings at various levels. The second nomination will be considered only under the circumstances mentioned in para 2 (iii) above.

5. 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.



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

  
21/5/22

**(Zachariah Thomas)**

Under Secretary to Government of India

Telephone. : 24624046

Email: zachariahthomas.edu@nic.in

To

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

Copy forwarded for information and necessary action to :-

1. The Director, ISTM, Admn. Block, Old JNU Campus, New Delhi – 110067.
2. **Sh. Yogesh Dwivedi, Deputy Director, (Course Director), ISTM, Admn. Block, Old JNU Campus, New Delhi.** The list of officers, who report for training on **02<sup>nd</sup> May, 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](http://www.persmin.nic.in)<DOPT<CentralSecretariat<CSS< Training Nomination Circulars<Assistants)

**LIST OF OFFICERS FOR LEVEL- "B" TRAINING PROGRAMME BY ISTM FROM  
02/05/2022 TO 03/06/2022 (122<sup>nd</sup> Batch)**

S.No.	Year	Name	Date of Birth	Rank	Ministry
1	2013	Sonu Kumar – II*	25-06-1986	3586	Jal Shakti
2	2013	Sajjan Kumar Sankhla*	20-07-1991	3684	Health & Family Welfare
3	2013	Amit Kumar – II*	26-11-1985	3814	Personnel & Training
4	2013	Mukesh Kumar Serawat*	02-08-1986	3885	Empowerment of Persons with Disabilities
5	2013	Umrvav Mal Yadav*	05-07-1989	3958	Panchayati Raj
6	2013	Sachin Batham*	04-06-1983	3975	Labour & Employment
7	2013	Monika Dahiya*	15-02-1989	4073	Food & Public Distribution
8	2013	Lalit Kumar Yadav*	15-03-1988	3570	Defence
9	2013	Vicky Tanwar*	09-08-1987	3989	Defence
10	2013	Asminder Khari*	10-06-1989	3945	Defence
11	2013	Sandeep Kumar Jaiswal*	08-09-1983	4031	Defence
12	2013	Vaibhav Arya*	08-07-1989	3988	Power
13	2013	Sabarna Roy	30-06-1990	4080	UPSC
14	2013	Bhavna Shivani	05-09-1984	4122	New & Renewable Energy
15	2013	Nitin Kumar - II	14-10-1990	4126	Power
16	2013	Sushant P Singh	15-10-1984	4141	Posts
17	2013	Ashish Kumar - I	08-01-1990	4148	Health & Family Welfare
18	2013	Prithviya Subramanian	25-04-1991	4149	Jal Shakti
19	2013	Premveer	02-08-1989	4167	Health & Family Welfare
20	2013	Sunil Kumar - IV	21-09-1989	4172	Defence
21	2013	Manish Das	08-01-1988	4188	Expenditure
22	2013	Shilpa Dahiya	18-07-1989	4189	Education
23	2013	Mukesh Kumar	07-05-1989	4196	Expenditure
24	2013	Rohit Verma	21-01-1989	4240	Defence
25	2013	Deep krishan	23-10-1989	4258	Expenditure
26	2013	Bhushan Kumar	15-08-1986	4259	Fertilizers
27	2013	Manmohan Singh	07-09-1986	4261	Fertilizers
28	2013	Rahul	08-03-1991	4294	Posts
29	2013	Aavesh Anand	11-08-1988	4297	Expenditure
30	2013	Amit Chauhan	10-10-1987	4303	Defence
31	2013	Rahul Bharti	27-06-1987	4313	Fertilizers
32	2013	Ashish Verma	10-02-1990	4317	Health & Family Welfare
33	2013	Swati Kant	27-02-1989	4319	Development of NE Region
34	2013	Himanshu Jullah	19-11-1989	4331	Posts
35	2013	Svatantra Mohan Sain	21-11-1989	4334	Defence

\*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.

