

Most Immediate

**08/03/2012-CSI(Trg)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)**

**Lok Nayak Bhavan, New Delhi
Dated the 12th April, 2012**

OFFICE MEMORANDUM

**Subject : Level 'B' Training Programme at the ISTM for Assistants of the CSS
for the period from 14/05/2012 to 15/06/2012.**

The undersigned is directed to inform that Assistants whose names are given in **Annexure I**, have been nominated for the Level 'B' Training Programme being conducted by ISTM w.e.f. **14/05/2012 to 15/06/2012**. It is requested that these officers may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Deepak K. Bist, Assistant Director & Course Co-ordinator, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 14th May, 2012.**

2. **The performance of the officials in the training will be evaluated and the reports may be added in their APARs to be considered for their next promotion.** No request for withdrawal of nomination either from the Ministry/Department or the officer concerned shall be entertained by this Department or the Institute. As the training of the officials and successful completion is necessary for promotion, the Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time. **Those who are promoted as Section Officers on the basis of SO LDCE results are exempted from undergoing this training.**

3. The aforesaid training includes study tour and officers nominated above may be advised to draw necessary TA/DA advance of **Rs.20,000/-** 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 be sent by **27-04-2012** to Shri Deepak K. Bist, Assistant Director & Course Co-ordinator, ISTM, New Delhi, with a copy to the undersigned. Shri Deepak K. Bist, Assistant Director & Course Co-ordinator, ISTM, is accessible on Phone No. 26105592 (O).


(**Vidyadhar Jha**)

Under Secretary to Government of India
Tele. : 24624046

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

Copy forwarded to :-

1. ISTM, (Sh. K. Govindarajulu, Joint Director(BT/Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their OM No. A-33090/01/2005-ISTM(Coord) dated 19th March, 2012. **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.**
2. ISTM (Shri Deepak K. Bist, Assistant Director & Course Co-ordinator), Administrative Block, Old JNU Campus, New Delhi-110067. **It is requested that a list of officers who report for training on 14th May, 2012 may please be furnished to this Department next day positively.**
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
4. US(SK)/CS.I (Kindly verify the training status before considering promotion)
5. Guard File
6. Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat>**CSS/Training Nomination Circulars/Assistant**)



(Vidyadhar Jha)

Under Secretary to Government of India
Tele. : 24624046

Annexure I**Level 'B' Cadre Training Programme at ISTM for CSS Assistants
(14/05/2012 to 15/06/2012)**

| S. No | NAME OF THE OFFICER Sh./Smt./Ms. | D.O.B. | CADRE WHERE WORKING Ministry/Department |
|--------------|---|---------------|--|
| 1 | Sanjay Sood | 07-03-1959 | Labour |
| 2 | C.J. Verghese | 07-04-1956 | Labour |
| 3 | V. Somasundram | 15-06-1955 | Telecommunication / PMO |
| 4 | P.K. Avasthi | 20-12-1956 | Road Transport & Highways |
| 5 | A.K. Goel | 28-08-1959 | Coal |
| 6 | Vijay Kumar | 12-04-1956 | Commerce |
| 7 | Surender Swaroop | 08-01-1957 | Labour |
| 8 | Dilbagh Singh | 28-02-1959 | Civil Aviation |
| 9 | Parminder Johar | 16-05-1959 | Steel |
| 10 | Renu Mehra | 14-10-1961 | Steel |
| 11 | C.K. Srivastava | 01-03-1955 | Telecommunication |
| 12 | Suman Bhatnagar | 26-05-1955 | Road Transport & Highways |
| 13 | Meena Singhal | 03-07-1957 | Steel |
| 14 | S. Das Gupta | 04-12-1959 | Coal |
| 15 | G.S. Prasad | 24-12-1957 | Science & Technology |
| 16 | S. Bandopadhyay | 06-05-1955 | Health & Family Welfare |
| 17 | G. Krishnamurthy | 01-06-1955 | Telecom |
| 18 | Jagdish Chand | 01-08-1954 | Labour |
| 19 | Ravindra Kr. Sharma | 26-10-1962 | Legal Affairs |
| 20 | S. Venkataraghavan | 26-05-1963 | Legal Affairs |
| 21 | Santosh Bindhral | 14-06-1955 | Urban Development |
| 22 | P. Rajeshwari | 01-07-1956 | Urban Development |
| 23 | Geeta Joshi | 01-08-1957 | Youth Affairs & Sports |
| 24 | Veera Bhatia | 12-10-1961 | Agriculture & Cooperation |
| 25 | S.K. Bhatia | 17-05-1956 | Rural Development |
| 26 | C.V. Ramesan | 11-01-1959 | Rural Development |
| 27 | Rohini Subramanayam | 30-12-1960 | UPSC |
| 28 | Shashi Malik | 02-02-1958 | Expenditure |
| 29 | Ravinder Kumar | 01-03-1956 | Expenditure |
| 30 | Abha Garg | 16-04-1956 | Expenditure |
| 31 | Valsamma Mathew | 23-11-1955 | Expenditure |
| 32 | Sunita Dhawan | 14-09-1956 | Urban Development |
| 33 | Jaspal Wadhawan | 12-11-1954 | Urban Development |
| 34 | Sunita Dhingra | 15-03-1957 | Urban Development |
| 35 | Sobhan Kumar Das | 17-07-1956 | Urban Development |
| 36 | M.G. Sasidharan | 28-11-1958 | UPSC |
| 37 | J. P. Ojha | 18-12-1959 | Health & Family Welfare |
| 38 | M. K. Tiwari | 27-12-1961 | Health & Family Welfare |
| 39 | Promila Minhas | 20-10-1954 | Power |
| 40 | N. Ramachandran | 18-03-1956 | Power |

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
(a) ISTM _____
(b) Other Training Institute _____
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. _____