

Immediate

**No. 8/4/2020-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 12th January, 2021**

OFFICE MEMORANDUM

Subject: ONLINE Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 01/02/2021 to 05/03/2021 (102nd Batch).

The undersigned is directed to inform that Officers whose names are given in **Annexure I**, have been nominated to participate in the mandatory Level 'B' Training Programme being conducted by ISTM w.e.f. **01/02/2021 to 05/03/2021**. The training will be conducted online by ISTM and the participants are not required to visit ISTM in person for the same. The online training will be accessible through mobile or laptop/desktop as per the convenience of the participant.

2. The training of the officers and its successful completion is mandatory as per DOP&T Notification G.S.R.483(E) dated 12th July 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.



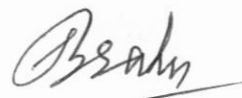
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- (c) Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
 - (d) Child care leave approved by competent authority.
 - (e) Marriage of self/the children.
 - (f) Officers on Election duty.
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- (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.

3. 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.

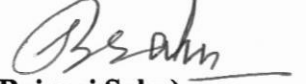
4. The online Level B training does not involve any study tour. Hence, no TA/DA shall be admissible to any participant.

5. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The link is <http://www.istm.gov.in/lms/registration>. Confirmation with regard to the participation of the officers (after updating officers' particulars online on CMS) may please be sent to Course Director of ISTM., **Shri Ashwani Kumar Batra, Assistant Director** Phone No. 26737609, M. No. 9717981271.



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6. The nominated officers may please be relieved of their duties and advised to contact the above Course Directors of ISTM for further details regarding online link etc. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.



(P. Bairagi Sahu)


Deputy Secretary to Government of India
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To

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

Copy forwarded for information and necessary action to :-

1. Director, ISTM, Admn. Block, Old JNU Campus, New Delhi
2. **Shri. Ashwani Kumar Batra, Assistant Director (Course Director)**, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **1st February, 2021** may please be furnished to this Department next day positively.
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi, (**Shri Syed Imran Ahmed, DS**).
4. Officer 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<Central Secretariat< CSS< Training Nomination Circulars<Assistants)



(S. Satheesan)

Section Officer
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**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
01/02/2021 TO 05/03/2021 (102th Batch)**

S.No.	Year	Name	Date of Birth	Ministry
1	2012	Sagar Mondal*	06-04-1989	Youth Affairs & Sports
2	2012	Dev Priya Gupta*	18-02-1987	Defence
3	2012	Shashi Kumar Chodhary*	04-01-1984	Home Affairs (PMO)
4	2012	Ramesh Deshwal*	02-04-1989	Health & Family Welfare
5	2012	Prachi Jain*	26-05-1989	Personnel
6	2012	S.K. Patnaik	23-06-1968	Niti Aayog
7	2012	Ravindra Kumar Yadav	16-05-1989	Civil Aviation
8	2012	Bhumika Sallan Malik	05-11-1988	New & Renewable Energy
9	2011	Puneet Yadav	17-01-1989	Home Affairs (PMO)
10	2012	Mantu Kumar	09-03-1984	Health & Family Welfare
11	2012	Mahesh Kumar	05-04-1987	UPSC
12	2012	Sujeet Kumar	11-04-1985	Health & Family Welfare
13	2012	Soni Kumari	18-11-1986	UPSC
14	2012	Shaheem Tharayil	18-05-1985	Health & Family Welfare
15	2012	Pradeep Kumar	02-03-1985	Rural Development
16	2012	Arun Kumar Kushawaha	20-12-1987	Housing & Urban Affairs
17	2012	Sandeep	30-10-1985	Information & Broadcasting
18	2012	Gurmukh Singh	13-10-1985	Defence
19	2012	ARVIND SINGH	01-01-1991	Home Affairs (CAB SEC.)
20	2012	Bal Mukund Kumar	31-01-1990	Corporate Affairs
21	2012	Sabri Bin Kasim	20-04-1986	Finance (EA)
22	2012	Anamika Gupta	27-12-1984	UPSC
23	2012	Pawan Kumar	02-12-1985	Corporate Affairs
24	2012	Loveleen Kaur	24-12-1987	UPSC
25	2012	Mohd Kashif Ansari	20-01-1986	Rural Development
26	2012	A Shrawan Kumar	13-12-1985	Housing & Urban Affairs
27	2012	Mani Kant	09-12-1988	Defence
28	2012	Anand Kumar Jaiswal	10-03-1987	Personnel
29	2012	Muneswara Rao Lakka	08-05-1981	Law and Justice
30	2012	Naveen Kumar Verma	14-01-1984	Finance (Rev.)
31	2012	Naveen Kumar Verma	06-02-1990	Finance (EA)
32	2012	Ram Ishwar Yadav	12-08-1988	Finance (Rev.)
33	2012	Ravi Kumar	29-08-1985	Health & Family Welfare
34	2012	Hanuman Prasad Nishad	15-02-1988	Finance (Rev.)
35	2012	Abinash Kumar	10-02-1991	Finance (Rev.)
36	2012	Simant Kumar	29-12-1984	UPSC
37	2012	Jyoti Kumari	18-03-1991	MSME
38	2012	Sandeep Vishwakarma	13-10-1989	Housing & Urban Affairs
39	2012	Virender Singh	05-07-1983	Personnel
40	2012	Ankit Kumar	05-03-1987	Coal
41	2012	Pawan Patel	16-05-1988	Health & Family Welfare
42	2012	Vikram Singh Gurjar	16-11-1991	Social Justice & Empowerment
43	2012	Vivek Vishal	15-09-1986	Labour & Employment
44	2012	Kapil Yadav	19-10-1989	Civil Aviation
45	2012	Vinod Yadav	18-03-1983	Defence
46	2012	JAY PRAKASH	01-01-1989	Home Affairs (CAB SEC.)
47	2012	Ravi Kumar	30-12-1991	Defence
48	2012	Mayukh Ranjan Paul	06-10-1988	Health & Family Welfare
49	2012	Anoop Kumar Sahu	02-01-1990	Finance (Rev.)
50	2012	Harjeet Singh	13-09-1986	UPSC
51	2012	Rajesh Kumar	07-03-1987	Housing & Urban Affairs
52	2012	AMIT KUMAR SHARMA	13-07-1989	Home Affairs (CAB SEC.)
53	2012	Madhu Yadav	25-11-1989	Promotion of Industrial & Internal Trade

*Second and final nomination.

Brahm