

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 13th December, 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 26.12.2022 to 27.01.2023 (137th 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. 26.12.2022 to 27.01.2023 (137th Batch). Accordingly, these officers may please be relieved of their duties and advised to report to the Course Director – Shri Arjun Jena, Assistant Director, (Course Director) (Email-arjun.jena@gov.in, Phone No. 26737524, Mobile No. 9971276756) at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at 9.00 A.M. on 26.12.2022.

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 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.

- (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.**

4. 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.

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

Rajeev Nayan
13/12/22
(Rajeev Nayan)

Under Secretary to Government of India
Telephone. : 011-24624046
Email: rajeev.nayan@nic.in

To

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

Copy forwarded for information and necessary action to: -

1. The Director, ISTM, Admn. Block, Old JNU Campus, New Delhi – 110067.
2. **Shri Arjun Jena, Assistant Director, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **26th December, 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<DOPT<Central Secretariat<CSS< Training Nomination Circulars<Assistants).

Table (A)
26.12.2022 to 27.01.2023 (137th Batch)

Sl. No.	Select Year	Name	DOB	Rank	Posting
1	2014	Sakshi Adhikari*	28-04-1990	172	Home Affairs (PMO)
2	2014	Shashank*	25-07-1988	874	Labour & Employment
3	2014	Manish Sirohi*	25-07-1992	979	Home Affairs (PMO)
4	2014	Rishi Parkash Rathi*	05-09-1989	1069	Education
5	2014	Sheetal Kharb	11-03-1990	1092	National Medical Commission (NMC)
6	2014	Dixita Gupta*	11-11-1989	1118	Home Affairs (PMO)
7	2014	Vidur Sharma	19-05-1989	1350	Telecommunications
8	2014	Pooja Gupta	08-07-1991	1560	Commerce
9	2014	Ashwini Kumar	07-09-1991	1563	Civil Aviation
10	2014	Rahul Yadav	01-11-1989	1570	Home Affairs
11	2014	R Karthik	18-07-1987	1580	Women & Child Development
12	2014	Abhinav Jain	12-02-1989	1589	Corporate Affairs
13	2014	Anisha Dhankhar	09-06-1991	1593	Defence
14	2014	Akshay Kumar	10-08-1992	1600	Personnel & Training
15	2014	Vikram Sharma	25-07-1992	1604	Defence
16	2014	Nikhilesh	17-06-1989	1615	Expenditure
17	2014	Priyanka Bansal	07-02-1988	1632	Education
18	2014	Lovish Satija	20-02-1991	1635	Skill Development
19	2014	Dileep Singh	03-07-1990	1636	Corporate Affairs
20	2014	Ramanjeet Singh	28-02-1991	1661	Defence
21	2014	Shweta Kaur Ratra	15-09-1989	1667	Personnel & Training
22	2014	Tripti Aggarwal	20-12-1991	1676	Home Affairs
23	2014	Anubhav Singh	29-06-1991	1685	Home Affairs
24	2014	Nilesh Kumar	10-04-1989	1692	Jal Shakti
25	2014	Vinay Aggarwal	10-03-1991	1699	Skill Development
26	2014	Pranshu Sharma	27-01-1987	1702	Expenditure
27	2014	Ankit Gupta	01-12-1989	1708	Consumer Affairs, Food & Public
28	2014	Parveen Dahiya	21-08-1988	1709	Information & Broadcasting
29	2014	Mridul Sidhar	09-09-1989	1710	Jal Shakti
30	2014	Gaurav Pant	16-08-1989	1712	Commerce
31	2014	Adarsh Kumar Dwivedi	18-01-1993	1717	Jal Shakti
32	2014	Bhupender Sharma	21-08-1991	1734	Agriculture and Farmer Welfare
33	2014	Lalit Sharma	10-06-1992	1741	Consumer Affairs, Food & Public
34	2014	Gourav Kumar	29-11-1990	1746	Civil Aviation
35	2014	Upender Bhardwaj	16-06-1988	1751	Defence
36	2014	Abhinandan Jakhar	10-03-1988	1756	Information & Broadcasting
37	2014	Hari Shankar	06-01-1987	1757	Defence
38	2014	Tanu Sardana	10-05-1990	1785	Consumer Affairs, Food & Public
39	2014	Amit Gupta	24-07-1991	1788	Defence
40	2014	Sahil Vansil	06-08-1988	1789	Consumer Affairs, Food & Public

*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.

Signature
 13/12/22