

No. 8/3/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi - 110003

Dated the 29th March, 2022

OFFICE MEMORANDUM

Subject: Level 'D' Training programme at ISTM for Section Officers (SOs) / US (Ad-Hoc) of CSS, for promotion to Under Secretary Grade, from 04/04/2022 to 13/05/2022 (101st Batch)

The undersigned is directed to inform that the officers whose names are given in the **Annexure** have been nominated to participate in the mandatory Level 'D' Cadre Training Programme of CSS, being conducted by ISTM w.e.f. **04/04/2022 to 13/05/2022**. Accordingly, these officers may please be relieved of their duties and advised to report to the Course Director – **Shri Deepak Kumar Bist, Joint Director**, (Phone No. 26737520, M. No. 9868261615 deepakkumar.bist@gov.in) at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 04/04/2022**.

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 print out 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 'D' 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 officers 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.

.....2/-



- (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 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. 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 programme also includes State Attachment, as informed by ISTM. Officers nominated in **Annexure** are advised to draw an advance of **Rs.60,000/- (Rupees Sixty Thousand Only)** each from their respective Ministry/Department, towards meeting the expenditure of the training towards State Attachment. This amount may please be sanctioned in the name of nominated officers and the same will be collected by ISTM from the participating officers.

..... 3/-



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

.....
Zachariah Thomas
29/13/22.

(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, Ber Sarai, New Delhi
2. **Sh. Deepak Kumar Bist, Joint Director, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. *The list of officers, who report for training on 04th April, 2022 may please be furnished to this Department next day positively. Further, it is requested to kindly indicate DoB/ SL No 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, **(Shri Syed Imran Ahmed, DS)**.
4. Officer concerned (Through DoPT Web-site).
5. US, CS-I (U), 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<CentralSecretariat<CSS< Training Nomination Circulars<Section Officers)

**101st LEVEL D TRAINING PROGRAMME TO BE HELD BY ISTM
(04.04.2022 to 13.05.2022)**

Sl.No	Year	Name of the officer	DoB	Min/Dept
1.	2012	Vikash Kumar*	30-Jun-83	PMO
2.	2012	Ramesh Chand Meena*	05-Jul-70	Food & PD
3.	2013	Bimal Kumar Gupta*	14-01-82	DOPT SSC
4.	2013	Nidhi Pandey*	10-Jun-85	Commerce
5.	2014	Chandra Shekhar Singh*	08-Dec-83	PMO
6.	2013	Mohit Kaushik	23-Jul-82	Science & Technology
7.	2013	Rakesh Kumar	1-Mar-81	Food & PD
8.	2013	Sudhir Kumar Tevatia	13-Nov-83	Agriculture/On deputation
9.	2013	Bhuvnendra Singh	15-Aug-82	DoPT/NRA
10.	2013	Kanupriya Malhotra	2-Jan-84	Housing & Urban Development
11.	2013	Sudhir Kumar Gupta	29-Sep-64	Youth Affairs
12.	2013	Anupama	7-Jul-83	Petroleum
13.	2013	Bappa Bhowmick	18-Sep-81	Housing & Urban Development
14.	2013	Nitin Kumar	23-Jun-84	Expenditure
15.	2013	Bijender Singh	4-Nov-83	Telecom
16.	2013	Arun Kumar Dahiya	8-Mar-83	Education
17.	2013	Nishant Upadhyaya	29-Sep-82	I&B/ DG:AIR
18.	2013	Hans Raj Sharma	25-Jun-76	RT&H
19.	2013	Navin Kumar Rajak	7-Jan-80	I&B
20.	2013	Arun Kumar Gupta	5-Nov-81	Health & FW
21.	2013	Anant Kumar	29-Aug-84	MHA/PMO
22.	2013	Sanjay Kumar	15-Oct-69	Power
23.	2013	Anurag Saxena	7-Jun-82	MHA
24.	2013	Murari Kumar	5-Jan-81	UPSC
25.	2013	Prashant Pandey	2-Aug-81	Commerce
26.	2013	Tamoghna Chaudhuri	13-Sep-82	Consumer Affairs
27.	2013	Ashwini Kumar Maurya	5-Jul-82	Housing & Urban Development
28.	2013	Ranjan Kumar	15-Jan-86	I&B
29.	2013	Ashish Kumar Mishra	31-Dec-82	MHA/PMO
30.	2013	Rahul Sinha	3-Dec-81	I&B
31.	2013	Sawru Singh	5-Mar-76	Health & FW
32.	2013	Shashank Sahu	25-Mar-87	Health & FW
33.	2013	Ruchica Singh	23-Feb-84	Defence
34.	2013	Girraj Meena	7-May-87	Telecom
35.	2013	Raj Kumar Jalan	10-Jul-82	Health
36.	2013	Rekha Sharma	15-Mar-65	I&B
37.	2013	Tarun Pareek	7-Jan-74	Youth Affairs
38.	2013	Priyanka Kumari	3-Apr-81	I&B/DD:DD
39.	2013	Heeraman Ram	10-May-84	I&B
40.	2013	Amit Rajan	1-Mar-82	Telecom
41.	2013	M V Ch Padmavathi	10-Jun-71	Heavy Industry
42.	2013	Swarnendu Singha	22-Jul-81	Health & FW
43.	2013	Satya Prakash Kumar	1-Mar-83	M/o Co-operation
44.	2013	Arun Kumar Vishwakarma	23-Aug-78	Agriculture
45.	2013	Rooma Manchanda	6-May-68	DPIIT
46.	2013	Naveen Kumar	16-Jan-83	Petroleum
47.	2013	Pradeep Singh Negi	1-Jan-65	Agriculture
48.	2013	Kavita Chauhan	24-Sep-81	Education
49.	2013	Durgesh Gupta	20-Jul-80	Health & FW
50.	2013	Balwant Parixit Pandey	1-Jan-84	Revenue
51.	2013	Vijay Shankar Tiwari	14-Dec-81	Expenditure/DFS
52.	2013	Jaishree Kakkar	21-Jan-66	Commerce
53.	2013	Sushil Kumar	13-May-68	UPSC
54.	2013	Sunil Kumar	24-Oct-78	DOPT
55.	2013	N Raja Swamy	1-Jun-72	MSME
56.	2013	Sanjay Kumar Pandita	10-Aug-68	Expenditure/DEA
57.	2013	Neelima Elizabeth Beck	27-Nov-78	I&B
58.	2014	Kirti Kumar	03-Dec-82	RT&H
59.	2014	Nitesh Ranjan	01-Jan-86	DPIIT
60.	2014	Kapil Meena	28-Sep-83	Rural Development

***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.**