

No. 8/3/2021-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 24<sup>th</sup> November, 2021

OFFICE MEMORANDUM

**Subject: Level 'D' Training programme at ISTM for Section Officers (SOs) of CSS for promotion to Under Secretary Grade from 06/12/2021 to 14/01/2022 (98<sup>th</sup> 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' Training Programme being conducted by ISTM w.e.f. 06/12/2021 to 14/01/2022. The training will be conducted in mixed offline/online mode at ISTM, besides 2 weeks of virtual state attachment in online mode and the participants will be required to visit ISTM in person on a few days, as informed by ISTM. The online part of 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 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 '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.
  - (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 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.**

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.

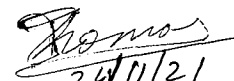
4. The aforesaid training programme includes State Attachment in virtual mode, as informed by ISTM. Officers nominated in the **Annexure** are advised to draw an advance of Rs.20,000/- (Rupees Twenty Thousand Only ) from their respective Ministry/Department, towards meeting the expenditure of the training towards State Attachment in virtual mode. This amount may please be sanctioned in the name of nominated officers and the same will be collected by ISTM from the participating officers.

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. **Sh. Rambabu Vadali, Joint Director (MS), Phone No. 26737606, M. No. 9811646981 (ram.vadali@nic.in).**

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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.

  
24/11/21

**(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. Rambabu Vadali, Joint Director (MS), (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. *The list of officers, who report for training on 06<sup>th</sup> December, 2021 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](http://www.persmin.nic.in)<DOPT<CentralSecretariat<CSS< Training Nomination Circulars<Section Officers)

**98<sup>th</sup> LEVEL D ONLINE TRAINING PROGRAMME TO BE HELD BY ISTM  
(06.12.2021 to 14.01.2022)**

Sl.No	Year	Name of the officer	DoB	Min/Dept
1.	2005	Abhay Nandan Sahay* (CSL 8990)	19.12.1976	D/o Expenditure
2.	2005	Pankaj Gangwar* (CSL 8736)	24.07.1973	DoPT
3.	2010	Mateen Ahmad* (CSL 10405)	18.12.1970	FPI
4.	2010	Ashok Kumar Pal* (CSL 10194)	01-03-1975	MHA
5.	2010	Rishi Kaushik* (CSL 10353)	9-Mar-77	Environment & Forests
6.	2011	Vikrant Verma* (CSL 10840)	11-09-1974	M/o Power
7.	2011	Rajesh Kumar* (CSL 10955)	21-Sep-78	Health & Family Welfare
8.	2011	Navin Kumar* (CSL 11006)	29-Mar-74	Education
9.	2011	Randhir Kumar* (CSL 11140)	10-Jul-73	Corporate Affairs
10.	2012	Kamal Kumar *	12-Dec-79	MHA
11.	2012	Vishvajeet Kumar Gupta*	11-May-79	MHA
12.	2012	Alok Nigam*	7-Jul-84	Defence
13.	2012	Satish Chand*	15-Jun-81	Defence
14.	2012	Partha Paul*	19-Sep-73	Expenditure
15.	2012	Anuradha Sood *	20-Aug-68	Culture
16.	2012	Rajiv Jha*	5-Jan-81	Labour
17.	2012	Rupesh Pal*	29-Jun-79	Posts
18.	2012	Pankaj Kumar Awasthi *	5-Jan-80	MHA
19.	2012	Ranjeet Kumar*	11-Dec-77	MHA
20.	2012	Harish Chand*	19-Mar-78	Defence
21.	2012	Aparnesh Datta Pandey*	7-Dec-83	H&UA
22.	2012	Manish Kumar*	1-Jan-81	H&FW
23.	2012	Swati*	23-Oct-85	SSC
24.	2012	Ganesh Gupta *	28-Jul-82	Defence
25.	2012	Varun Singh Chauhan*	25-Jul-83	Legal Affairs
26.	2012	Rajeev Ranjan Verma *	13-Apr-80	Defence
27.	2012	Anugrahit Toppo*	22-Jan-65	Labour
28.	2012	Ashutosh Misra*	6/Feb/80	Skill Development
29.	2012	Ajay Raj Singh Chauhan*	11-Dec-82	Posts (On dep to CCI)
30.	2012	Arun Kumar	27-Nov-82	Power (On dep)
31.	2012	Thenkholal Baite	1-Feb-81	Health & FW
32.	2012	Ram Bharosee Meena	4-Aug-77	Housing & UA
33.	2012	Lal Ji	2-Jun-64	DOPT/SSC (CR)
34.	2012	Surendra Singh	1-Mar-84	DPIIT
35.	2012	Manju Singh	19-Feb-73	Fertilizers
36.	2012	Yogesh Kumar	5-Sep-82	Housing & UA
37.	2012	Kuldeep Chaudhary	26-Mar-79	DOPT
38.	2012	Manish Kumar Diwaker	14-Oct-75	MHA
39.	2012	G Rajakumar	13-Oct-65	Fertilizers
40.	2012	Ravi Patras Tirkey	23-Jun-68	Animal Husbandry
41.	2012	Meera Manggaain	23-Mar-65	Agriculture
42.	2012	Santosh Kumar Bhargava	10-Feb-81	MHA
43.	2012	T Khanching	13-Mar-73	Animal Husbandry
44.	2012	Sushil Bading	9-Jul-79	Tribal Affairs
45.	2012	Ajay Kumar	5-Jul-82	Panchayati Raj
46.	2012	Donngaihching	25-Feb-69	Culture
47.	2012	Jitendra Kumar	4-Sep-79	Water Resources
48.	2012	Thawar Singh	2-May-64	Water Resources
49.	2012	Vivek Kumar Singh	19-Jun-78	DOPT
50.	2012	Ramesh Chand Meena	5-Jul-70	Food & PD
51.	2012	Santosh Dalyan	31-Mar-66	Fisheries
52.	2012	Ratan Lal Meena	1-Jun-70	Commerce
53.	2012	Shivji Ram Meena	1-Feb-64	Textiles
54.	2012	Arvind Bilung	16-Oct-65	Agriculture
55.	2012	L Neichong Khongsai	1-Jun-67	Power
56.	2014	Aparna Srivastava	05-Dec-80	Commerce
57.	2014	Asha Sharma	04-Apr-65	Posts
58.	2014	Deepa Pande	04-Nov-65	Defence
59.	2014	Krishnakant Prasad	5-Feb-82	Expenditure
60.	2014	Ranjeet Kumar Roy	14-Feb-81	Commerce

\*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]*  
29/11/21