

immediate

No. 8/4/2022-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 14th July, 2022

OFFICE MEMORANDUM

Subject: Level 'E' Mandatory Cadre Training programme at ISTM for Officers of CSS from 25/07/2022 to 18/08/2022 (63rd Batch) in Hybrid Offline/online mode – Second List/Corrigendum.

The undersigned is directed to invite reference to this Department's OM of even number dated 08th July 2022 (copy enclosed) nominating 54 Officers of CSS for the above mentioned Training Programme and to say that the officer(s) as mentioned below are also additionally nominated for the Level 'E' Training programme at ISTM commencing from 25/07/2022 to 18/08/2022 (63rd Batch) –

S.No	CSL No.	Name of the officer (S/Shri)	Date of Birth	US SL	Present Min/ Deptt/ Office
1	7348	Tej Pratap Narayan	15-Aug-65	2011	Chemicals & Petrochemicals

2. The nomination of the above official would be subject to the terms and conditions as already stipulated in the OM dated 08th July 2022.

3. Further nomination made vide OM of even number dated 08th July 2022 of the following officer, for the above Level E Training Programme stands withdrawn, as the officer is exempted from attending mandatory Cadre Training Programme in terms of clause 5 of the CSS Cadre Training Policy 2016 -

S.No	CSL No.	Name of the officer (S/Shri)	Date of Birth	US SL	Present Min/ Deptt/ Office
2	7383	Charanjit Gulati	01-Jul-64	2011	Consumer Affairs

4. Further it is informed that Shri Rajesh Singh, Deputy. Director has been nominated by ISTM as the Course Director for the above Programme. Accordingly, all nominated officers may please be relieved of their duties and advised to report to the Course Director – **Shri Rajesh Singh, Deputy. Director**, (Email – r.singh25@gov.in, Phone No. 26737516, M. No.9643580896) at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at 9.00 A.M. on 25/07/2022. As informed by ISTM, the training expenditure towards project report presentation for the Level E programme will be Rs.2,500/- which will be borne by the concerned Ministries/Departments. This amount may be sanctioned in the name of the participating officers. The administrative Ministries/Departments may also please sanction advance towards Training related expenditure on demand by ISTM for each participant..


(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, New Delhi – 110067.
2. **Shri Rajesh Singh, Deputy. Director, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi.
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 (D), DOP&T (for information).
6. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
7. Website of this Department (dopt.gov.in → Secretariat → CSS → Training Nomination Circulars → US)

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No. 8/4/2022-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 08th July, 2022

OFFICE MEMORANDUM

Subject: Level 'E' Mandatory Cadre Training Programme at ISTM for Officers of CSS from 25/07/2022 to 18/08/2022 (63rd Batch) in Hybrid Offline/online mode

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 'E' Cadre Training Programme of CSS, being conducted by ISTM w.e.f. 25/07/2022 to 18/08/2022 (4 weeks). Accordingly, it is requested that these officers may please be relieved of their duties and advised to report to the Course Director – **Mrs. Namita Malik, Joint Director, (Email - namita.malik@gov.in, Phone No. 26737611, M. No. 9717033552)** at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 25th July, 2022.**

2. As informed by ISTM, the above Level E programme starting 25th July, 2022, will be conducted in blended mode i.e. two weeks in offline mode and two weeks (half days) in online mode.

3. All the nominated officers are directed to kindly visit the ISTM website and fill the online form and submit the same online immediately. The web-link for the same is **https://www.istm.gov.in/home/online_ctp_form/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.

4. The training of the officers and its successful completion is mandatory as per CSS Regulations, 2010. The performance of the officers in the training will be evaluated and the reports added in their APARs while considering their promotion. Norequest 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 'E' 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.

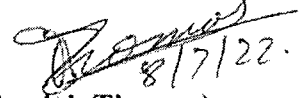
- (iii) Postponement of participation from the **First chance to Second chance** would be allowed by DoPT only in the case of rare and extraordinary circumstances, which are defined as under:
 - (a) Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' 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.
 - (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.**

5. 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.



6. As informed by ISTM, the training expenditure towards project report presentation for the Level E programme will be Rs.2,500/- which will be borne by the concerned Ministries/Departments. This amount may be sanctioned in the name of the participating officers. The administrative Ministries/Departments may also please sanction advance, if any, towards Training related expenditure on demand by ISTM for each participant.

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


8/7/22.

(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, New Delhi – 110067.
2. **Mrs. Namita Malik, Joint Director, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **25th June, 2022** may please be furnished to this Department next day positively. **Further, it is requested to kindly indicate DoB/ CSL 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 -110067 -
(Kind Attn: Shri Syed Imran Ahmed, DS).
4. Officers concerned.
5. US, CS-I (D), DOP&T (for information).
6. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
7. Website of this Department (**dopt.gov.in** → Secretariat → CSS → Training Nomination Circulars → US)

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Annexure

63rd Batch LEVEL E TRAINING PROGRAMME TO BE HELD BY ISTM
(25/07/2022 to 18/08/2022)

S.No	CSL No.	Name of the officer (S/Shri)	Date of Birth	Present Min/ Deptt/ Office	USSL
1.	7203	Shibatosh Banerjee*	8-May-66	Defence	2011
2.	7227	Amit Ghosal*	1-May-65	UPSC	2011
3.	7261	Pankaj Gupta*	19-Apr-66	Economic Affairs	2011
4.	7269	Ashok Kumar*	24-May-68	MHA (On deputation)	2011
5.	7271	Kishore Srivastava*	22-Jun-65	I & B	2011
6.	7152	Varina Nathani	29-Mar-74	Niti Aayog	2011
7.	7213	Soma Sanyal	10-Oct-67	Defence	2011
8.	7300	Ratan Kumar Das	2-Aug-64	Power	2011
9.	7301	Ramesh Singh	25-Dec-64	Revenue	2011
10.	7302	Akhouri Sanjay Sahay	28-Jan-65	Coal (On deputation)	2011
11.	7304	Jitender Singh	1-Feb-65	Health & FW	2011
12.	7306	Pawan Kumar	11-Feb-65	Labour & Emp.	2011
13.	7310	Vijay Kaushik	2-Aug-65	Information & Broadcasting	2011
14.	7312	A.K. Jha	19-Oct-65	Investment & Public Asset Management	2011
15.	7313	Anil Kumar Singh	19-Aug-66	Food Processing Industries	2011
16.	7319	Ganesh Singh	14-Sep-67	Agriculture & FW	2011
17.	7320	N.P. Shukla	5-Jan-68	New & Renw.Eng.	2011
18.	7322	Kishor Bandopadhyay	10-May-66	Cabinet Secretariat	2011
19.	7325	Sanjai Kumar Mishra	1-Apr-67	Economic Affairs	2011
20.	7328	Ashok K.Kaushik	5-Jul-67	Water Resources (On deputation)	2011
21.	7336	Rajeev Kumar Jain	2-Nov-64	Cab. Sect. (On deputation)	2011
22.	7338	Rakesh Kumar	12-Mar-65	Stat. & Prog. Imp.	2011
23.	7340	Vazir Singh	28-Jul-66	Environment, Forests & Climate Change	2011
24.	7344	Kumar Nityanand	20-Aug-67	Labour & Emp. (Shimla)	2011
25.	7349	Shamik Bhowmik	28-Sep-65	Revenue	2011
26.	7350	Abhijit Roy	20-Nov-65	Environment, Forests & Climate Change	2011
27.	7352	P.K. Srivastava	12-Apr-66	Higher Education	2011

S.No	CSL No.	Name of the officer (S/Shri)	Date of Birth	Present Min/ Deptt/ Office	USSL
28.	7355	Kamal Arora	26-May-66	Agriculture & FW	2011
29.	7357	G. Sajith Kumar	14-Oct-66	Skill Development & Entrepreneurship	2011
30.	7358	Puneet Sharma	1-Dec-66	Panchayati Raj	2011
31.	7361	Rajendra Sharma	20-Apr-67	Higher Education	2011
32.	7362	Mahendra Nath	24-May-67	Revenue	2011
33.	7365	Sanjay Kumar Upadhyay	28-Aug-68	Panchayati Raj	2011
34.	7372	Manoj Kumar Singh	1-Dec-65	Posts	2011
35.	7373	Rakesh Kumar	15-Jan-66	SSC (HQ)	2011
36.	7374	Krishan Kumar Sapra	12-Apr-66	Textiles	2011
37.	7375	Kamana S. Dixit	19-Feb-67	Commerce	2011
38.	7376	Guljari Lal	10-May-67	Rural Development	2011
39.	7377	Tapan Kumar Satpathy	25-Nov-67	Revenue	2011
40.	7380	Parminder Singh	14-Nov-68	Labour & Emp. (Chandigarh)	2011
41.	7383	Charanjit Gulati	1-Jul-64	Consumer Affairs	2011
42.	7388	Yogesh Pratap Singh	10-Jul-66	Defence	2011
43.	7391	Anil Kumar	15-Sep-66	MSME	2011
44.	7393	Ipsita Mitra	27-Oct-66	Economic Affairs	2011
45.	7396	Sashi Bhushan Tiwari	23-Jan-68	Rural Development	2011
46.	7397	Gyanendra Kumar Kalra	1-Apr-68	Labour & Emp.	2011
47.	7404	Anil Kumar Singh	2-Jan-65	Telecommunications	2011
48.	7405	Shri Prakash Agarwal	1-Mar-65	Petro & NG	2011
49.	7406	Naveen Kapoor	10-Apr-65	National Medical Commission	2011
50.	7408	K Chandrasekar	27-May-65	Tribal Affairs	2011
51.	7412	Banamali Naik	7-Nov-66	AYUSH	2011
52.	7414	Subrata Hazra	16-Dec-66	PMO	2011
53.	7415	Anil Kumar Pradhan	2-Jan-67	MHA	2011
54.	7418	Ravi Vazirani	27-Mar-67	DOP&T	2011

*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