

No.8/5/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003,
Dated the 06th December, 2022

Office Memorandum

Subject: Level-'F' Mandatory Cadre Training Programme at ISTM for Officers of CSS from 26/12/2022 TO 13/01/2023 (17th Batch) in Hybrid Offline/Online mode.

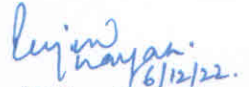
The undersigned is directed to refer to this Department's OM of even number dated 28th November and 02nd December, 2022 vide which 40 DS/Director of CSS have been nominated for the level-'F' Training Programme and to say that the following officer is also additionally nominated for the Level-'F' Training Programme at ISTM commencing from **26/12/2022 TO 13/01/2023 (17th Batch)**—

Sl. No.	Dir. SL	DSSL	CSL No.	Name	Date of Birth	Ministry
1.	2021	2015	5956	Shri Chandra Shekhar Prasad*	25-June-1965	DIPAM

* Re-nominated officer shall attend the training compulsorily.

2. The nomination of the above officials would be subject to the terms and conditions as already stipulated in the O.M. dated 28th November, 2022 and 02nd December, 2022 (copies enclosed).

3. Accordingly, the above nominated officer shall attend the training compulsorily and would be deemed to have been relieved for this purpose, as this is his final opportunity to avail the mandatory training required for being eligible for consideration for next promotion and no further opportunities will be provided. The Officer is advised to contact the Course Director at ISTM **Shri Moloy Sanyal, Deputy Secretary, (Course Director) (Email-moloy-sanyal@nic.in, Phone No. 26737602, Mobile No. 9810961492)**, for further details.


(Rajeev Nayan)

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

To

The Joint Secretary (Admn./Estt.),
Department of Investment and Public Asset Management (DIPAM),
New Delhi.

Copy forwarded for information and necessary action to: -

1. The Director, ISTM, Admn. Block, Old JNU Campus, New Delhi — 110067.
2. **Shri Moloy Sanyal, Deputy Secretary, (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. Officer concerned.
5. US, CS-I (D), DOP&T (for information).

No.8/5/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003,
Dated the 2nd December, 2022

OFFICE MEMORANDUM

Subject : Level 'F' Mandatory Cadre Training Programme at ISTM for Officers of CSS rescheduled on 26/12/2022 TO 13/01/2023 (17th Batch) in Hybrid Offline/Online mode- reg.

The undersigned is directed to refer to this Department's O.M of even number dated 28.11.2022 vide which 40 Deputy Secretary/Director have been nominated for Level F Training Programme (17th Batch) from 12.12.2022 to 30.12.2022). In this regard it is intimated that ISTM has rescheduled this training from 26.12.2022 to 13.01.2023. Hence, the above said training shall now be held as per the rescheduled date of 26.12.2022 to 13.01.2023.

2. All the other contents and terms and conditions remain the same as intimated vide O.M. dated 28.11.2022 (copy attached).
3. This issues with the approval of JS(CS).


(Rajeev Nayan)

Under Secretary to the Government of India
Telephone. : 011-24624046
Email: rajeev.nayan@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 Moloy Sanyal, Deputy Secretary, (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/ 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. Officer concerned.
5. US, CS-I (D), DOP&T (for information).

No.8/5/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003,
Dated the November, 2022

OFFICE MEMORANDUM

Subject : Level 'F' Mandatory Cadre Training Programme at ISTM for Officers of CSS from 12/12/2022 TO 30/12/2022 (17th 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 'F' Cadre Training Programme of CSS, being conducted by ISTM w.e.f. 12/12/2022 TO 30/12/2022, it is requested that these officers may please be relieved of their duties and advised to report to the Course Director Shri Moloy Sanyal, Deputy Secretary, (Course Director) (Email-moloy-sanyal@nic.in, Phone No. 26737602, Mobile No. 9810961492), ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at 9.00 A.M. on 12th December, 2022.

2. As informed by ISTM, the above Level 'F' training programme starting from 12th December, 2022 will be conducted in blended mode [One week (half days) in online mode at ISTM & Two weeks at an IIM].

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 Cadre Authorities are therefore requested to ensure that the officers re-nominated are relieved in time. 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 as this would adversely affect the promotion of the officers. The officers who do not attend or successfully complete the Level 'F' training programme will be liable to debarment and denial of promotion as envisaged in DOP&T OMNo.T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016.

5. It is further brought to the attention of all Ministries / Officers concerned that as per the recent promotion orders dated 30/06/2022, issued by DoPT for inclusion of officers in the Senior Selection Grade Select List (SSGSL) of CSS for the years 2018 -2021 - (Director Grade), Competent Authority has in consultation with UPSC, granted a one-time relaxation in the provisions relating to completion of mandatory Level-F training for appointment as Directors, on inclusion in Select List from Select List Year 2018 onwards up to the Select List year 2022, subject to the condition that the officers included in the aforementioned Select Lists, are required to successfully complete the Level-F training after promotion, as per the nominations made by the DoP&T. Hence the officers nominated for training vide this order and who are also included in the Director SL 2018-2021, may therefore be positively relieved to participate /attend and complete the above training programme.

3. Department of Personnel & Training vide O.M. No.T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016 has issued Revised Training Policy for Central Secretariat Service (CSS) and Central Secretariat Stenographers Service (CSSS) in respect of Cadre Training Plan (CTP). Attention is specifically invited to the guidelines mentioned under heading "Exemption for various Mandatory Training/In-Service training programmers for the officers of CSS in respect of Cadre Training Plan (CTPs)" which 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.
 - (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 no 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, cutting across levels, will get a maximum of two chances to complete the mandatory trainings at various levels. The second chance will be considered only under the circumstances mentioned in para 6 (iii) above.

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


(Rajeev Nayan)

Under Secretary to the Government of India
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Email: rajeev.nayan@nic.in

To

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

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2. **Shri Moloy Sanyal, Deputy Secretary, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi.
The list of officers, who report for training on 12th December, 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 (www.persmin.nic.in → DOPT → Central Secretariat → CSS → Training Nomination Circulars).

**LIST OF OFFICERS FOR LEVEL- "F" TRAINING PROGRAMME BY ISTM FROM
12/12/2022 TO 30/12/2022 (17th Batch)**

Sl. No.	Dir. SL	DSSL	CSL No.	Name/Shri/Ms.	Date of Birth	Ministry
1.	2019	2014	5383	Sudershan Mendiratta*	9-Jul-66	Defence
2.	2020	2015	5835	Kanwar M S Khalsa*	1-Apr-67	Food & Public Distribution
3.	2021	2016	6434 A	Jitendra Gaikwad(SC)*	18-Sep-68	Cabinet Secretariat
4.	2018	12-13	4858-A	Sanjay Kumar	16-Apr-71	Financial Services
5.	2021	2016	6439 I	Rajinder Kumar(SC)	10-Feb-65	Road Transport & Highways
6.	2021	2016	6439 N	Yash Pal(SC)	2-Dec-67	Rural Development
7.	2021	2016	6439 P	Sanjeev Kumar(SC)	25-Feb-68	Information & Broadcasting
8.	2021	2016	6524	Narendra Kumar(SC)	28-Sep-65	Power
9.	2021	2016	6525	Sumitra Singh(SC)	25-Aug-65	Information & Broadcasting
10.	2021	2016	6558	Pitam Singh(ST)	7-Oct-64	Defence
11.	2021	2016	5984	Padmja Vashista	16-Jun-66	Women & Child Development
12.	2021	2016	5994	Uma Shankar Thakur	20-Dec-65	Legal Affairs
13.	2021	2016	6024	Niraj Kumar Sinha	20-Dec-64	UPSC
14.	2021	2016	6056	Rabindra Pd. Gupta	2-Feb-65	Mines
15.	2021	2016	6118	Pavneesh Kumar	25-May-69	Public Enterprises
16.	2021	2016	6120	Pawan Kumar	1-Apr-65	Home Affairs
17.	2021	2016	6128	Pradeep Kumar Singh	1-Jul-65	Science & Technology
18.	2021	2016	6132	Laxmikant Trivedi	20-Nov-65	Expenditure
19.	2021	2016	6136	G Srinivasan	18-Oct-65	Science & Technology
20.	2021	2016	6138	Bimal Kumar	25-May-67	Health & Family Welfare
21.	2021	2016	6150	Anandi Venkateswaran	13-Jul-66	Animal Husbandry & Dairying
22.	2021	2016	6158	Shambhu Sharan Kumar	25-Dec-64	National Medical Commission (NMC)
23.	2022	2017	6166	Anil Bhandula	12-Feb-65	Education
24.	2022	2017	6174	Sanjay Kumar Singh	25-Jul-66	Food Processing Industries
25.	2022	2017	6176	Amod Kumar Tiwari	15-Aug-64	Defence
26.	2022	2017	6186	Yash Paul	28-Jul-66	Commerce
27.	2022	2017	6198	K Salil Kumar	25-Apr-68	New & Renewable Energy
28.	2022	2017	6200	Sunder Pal Singh Teotia	11-Jul-66	Minority Affairs
29.	2022	2017	6206	Sandeep Mukherjee	30-Jan-66	New & Renewable Energy
30.	2022	2017	6212	Debabrata Banerjee	27-Aug-64	Union Public Service Commission
31.	2022	2017	6213	Anand Upadhayay	9-Oct-64	Power
32.	2022	2017	6214	Shambhu Nath Jasra	24-Apr-66	Health & Family Welfare
33.	2022	2017	6252	Rakesh Kumar	5-Feb-67	Fisheries
34.	2022	2017	6291	V.L. Bhardwaj	1-Apr-69	AYUSH
35.	2022	2017	6294	Purnendu Kant	10-Dec-67	On Deputation
36.	2022	2017	6298	Anjani Kr. Thakur	31-Mar-67	Financial Services
37.	2022	2017	6304	K.M. Singh	12-Aug-66	Rural Development
38.	2022	2017	6308	J.P. Singh	30-Nov-68	Water Resources, RD & GR
39.		2017	6316	Rajnish Kwats	24-Jul-66	Home Affairs
40.		2017	6318	Sanjay Kr. Sinha	20-Apr-67	Drinking Water & Sanitation

*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.

*Sanjay
Kumar
28/11/2022.*