

IMMEDIATE

No. 21/7/2014-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi - 110 003.

Dated the 19th November 2014.

OFFICE MEMORANDUM

Subject: Level-III Training Programme from 15.12.2014 to 02.01.2015 for PS of CSSS
- reg.

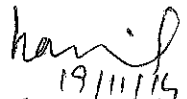
The undersigned is directed to say that PSs of CSSS, whose names are given in the Annexure-I to this OM, have been nominated to participate in the Level-III Training Programme being conducted by the ISTM from 15.12.2014 to 02.01.2015. Successful completion of Level-III programme is essential for promotion to the grade of Principal Private Secretary. Officials who do not attend the mandatory training programme even after three documented nominations by this Division, shall be debarred for future training programmes under the Cadre Training Plan.

2. Therefore, cadre authorities are requested to ensure that the officers nominated to the above training programme are relieved in time.

3. As part of the Training Programme, the participants would be taken on a study tour. In order to meet the expenditure for the study tour, all the administrative Ministries/Departments are required to sanction an advance of Rs. 45,000/- (Rupees forty five thousand only) as T.A. advance for each participant, along with their relieving order.

4. It is requested that these officers may please be relieved of their duties with the direction to report to Shri G.D. Chawla, Asstt. Director & Course Coordinator, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 15.12.2014.

5. Cadre authorities are also requested to send Curriculum Vitae of each participant, specifically indicating their gender and medium of stenography (English/Hindi) in prescribed proforma given in the Annexure-II, to Shri G.D. Chawla, Asstt. Director & Course Coordinator, ISTM.


19/11/14
(Kameshwar Mishra)

Under Secretary to the Govt. of India
Tel: 24623157

To

Under Secretary (Admn.) of the concerned Cadre Units.

Copy to: Shri G.D. Chawla, Asstt. Director & Course Coordinator, ISTM along with a copy of list of Participants.

**List of Regular PSs of CSSS who are nominated for Level-III training
programme to be held from 15.12.2014 to 02.01.2015.**

S. No.	Name (Shri/Smt.)	Date of Birth	Cadre Where Working
1.	Gopal Rangra@	10/12/1960	Science & Tech.
2.	Ajay Sareen*	13/09/1965	Agriculture
3.	Neelam Bansal*	16/06/1966	I&B
4.	Yogesh Kumar*	12/02/1958	I&B
5.	N.K. Bagri*	03/01/1958	Agriculture
6.	Rajeshwari Kumar*	26/11/1961	WCD
7.	Kuheli Soren Chaudhary*	05/11/1976	Urban Dev.
8.	Raminder Rana	30/01/1970	Urban Dev.
9.	Rajat Luthra	21/03/1980	Urban Dev.
10.	Mangat Ram	06/01/1957	Defence
11.	Vinod Kumar	30/07/1978	DoP&T
12.	Rambir Singh	10/04/1973	Urban Dev.
13.	Kavita Manusukhani	25/06/1979	Expenditure
14.	Rajeev Kumar Kapur	05/09/1970	Posts
15.	K.S. Mohamed Yousuf	12/04/1962	MHA
16.	Lakshmi Narayan	18/10/1969	Power
17.	Manju Dangwal	28/10/1973	Health & FW
18.	M.K. Makhija	29/07/1968	MHA
19.	S V Narayana Sastry	12/07/1970	Urban Dev.
20.	Mohd. Gohar Hussain	27/05/1967	IP&P
21.	Yogita Anand	30/04/1975	Water Res.
22.	Sarika Mittal	08/06/1961	SJ&E
23.	Sovan Kumar Das	14/12/1977	Urban Dev.
24.	Naresh Kumar	21/08/1969	Env. & Forests
25.	D Vijiya	18/09/1967	Commerce
26.	Saugat Dey	04/08/1971	Expenditure
27.	Satish Babu K.K.	19/02/1960	HRD
28.	Ravi Arora	24/06/1973	Expenditure
29.	Salig Ram Sharma	20/04/1960	Urban Dev.
30.	Brij Mohan Malik	23/12/1972	Food
31.	Jasvinder Kaur Rangher	19/11/1969	Fertilizers
32.	Sunil Kumar	15/08/1970	Rural Dev.
33.	P.K. Chadha	20/07/1967	MHA
34.	Reema Malhotra	05/05/1970	Urban Dev.
35.	S. Harish Rao	01/01/1961	SJ&E

@ Last nomination as per CTP.

* Being re-nominated.

CURRICULAM VITAE

1. Name of the officer nominated _____
2. Date of Birth _____ Male/Female _____
3. Designation & Scale of Pay _____
4. Office in which employed _____
5. Whether Hindi/English Stenographer _____
6. Academic qualification _____
7. Date of joining as PS _____
Select List Year _____
8. Whether the nominee is a member Yes/No
of SC/ST if yes, please specify SC/ST
9. Previous Training undergone
(i) ISTM _____
(ii) Other Training Institute _____
10. Office Address
Ministry/Department _____
Name of Building & Room No. _____
Office Tel. No. _____
Residential Address _____
Mobile/Tel. No. _____
e-mail _____

Signature