

08/03/2010-CSI(Trg)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi

Dated the 9th March, 2010

OFFICE MEMORANDUM

Subject : Level 'B' Training Programme for Assistants with 8 years' approved service of the CSS at the ISTM (05/04/2010 to 07/05/2010).

The undersigned is directed to say that according to the Cadre Training Plan, Assistants of CSS with 8 years' approved service, are required to undergo mandatory Level 'B' Training Programme. This training is being conducted by ISTM w.e.f. **05/04/2010 to 07/05/2010**. Assistants with 8 years' approved service of CSS whose names are given in **Annexure-I** have been nominated to participate in the above programme. It is requested that these officers may be relieved of their duties, subject to vigilance clearance and directed to report to Shri Yogesh Dwivedi, Assistant Director (Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 5th April, 2010**.

2. As the training of the officer and successful completion is mandatory, the Cadre Units are requested to ensure that the officers nominated to the above programme are relieved in time. **The performance of the officials in the training will be evaluated and the reports thereof would be added in their CRs to be considered for their next promotion.** No request for withdrawal of nomination either from the Ministry/ Department or the officer concerned shall be entertained by this Department or the Institute as this would have an effect on their next promotions.

3. The aforesaid training includes study tour for which the officers nominated in **Annexure I** may be advised to draw necessary TA/DA advance of Rs.16,000/- from their respective Ministry/Department. This amount may be sanctioned in the name of nominated officers in the form of **Cash** and the same will be collected by ISTM from the participating officers.

4. Confirmation with regard to the participation of the officers along with their bio-data (**Annexure-II**) may please be sent by **18st March, 2010** positively to Shri Yogesh Dwivedi, Assistant Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Yogesh Dwivedi, Assistant Director/(Co-ordinator), ISTM is accessible on Phone No.26105592(O).



(Dr. REENA SETHI)

Under Secretary to the Govt. of India

Phone : 24629412

To
All Cadres/Units (Joint Secretary(Admn.) concerned)
Ministry/Department of
New Delhi.

Copy forwarded for information and necessary action to :-

1. Concerned officers.

2. ISTM, (Sh. Apendu Ganguly(Coord) Dy. Director), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33090/1/2005-ISTM(Coord) dated 14th January, 2010. **ER Sheets of the participants may also be got filled up, as separately requested.**

3. ISTM (Shri Yogesh Dwivedi, Assistant Director), Administrative Block, Old JNU Campus, New Delhi-110067. **It is requested that a list of officers who report for training on 5th April, 2010 may please be furnished to this Department next day positively.**

4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.

5. US(SK)/CS.I

6. PA to DS(CS.I)/US(Trg)

7. Guard File

8. Web site of this Department (www.persmin.nic.in/CSS/CSI-Training Circular - Assistants)

R Sethi

(Dr. REENA SETHI)

Under Secretary to the Govt. of India

Phone : 24629412

**Level 'B' Cadre Training Programme at ISTM for CSS Assistants
with 8 years approved service in the Grade
(05/04/2010 to 07/05/2010)**

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department
1	Vimal Chugh	13/10/1954	I&B
2	Swarna Lata Bhutani	18/07/1953	Urban Development
3	D. Anand	06/11/1969	Planning Commission
4	GR Nimje	14/06/1959	Civil Aviation
5	Promila Vashistha	22/04/1955	Civil Aviation
6	Rahul Deo Diwakar	05/01/1973	Environment & Forests
7	Hardev Sharma	22/07/1956	Science & Technology
8	Baidyanath Prasad	01/02/1973	Science & Technology
9	Harihar Gaurkar	04/04/1964	Defence
10	Yogendra Kumar	05/03/1973	Agriculture & Cooperation
11	Sushmavati Samad	12/02/1962	DOP&T
12	Arun Kumar	22/02/1963	UPSC
13	Harminder Singh	29/09/1954	Telecommunications
14	FX Kerketta	17/12/1953	I&B
15	Lokdas Bangde	01/03/1956	I&B
16	Edward Toppo	07/01/1957	I&B
17	Kuldeep Singh	11/02/1954	Home Affairs
18	Rajesh Kumar	05/09/1972	Steel
19	RS Dhabra	06/06/1959	Home Affairs
20	Uday Das	01/07/1954	Legal Affairs
21	Umed Singh	01/03/1954	Youth Affairs & Sports
22	Aruna Jain	28/03/1957	Defence
23	RK Sharma-II	13/04/1957	Planning Commission
24	Ch. Govind Rao	01/01/1956	Urban Development
25	Neelam Nayyar	05/05/1956	Women & Child Development
26	KJ Singh	07/03/1955	HRD
27	A Wasudeorao Sao	25/04/1962	Urban Development (Mumbai)
28	Vijay Razdan	08/10/1956	Water Resources
29	Ramesh Chand	16/04/1960	Pet. & Natural Gas
30	Anajana Kumari	21/07/1952	Environment & Forest

CURRICULAM VITAE

1. Name of the Officer Nominated _____
2. Date of Birth _____
3. Designation & Scale of Pay _____
4. Office in which employed _____

5. Academic Qualification _____

6. Date of joining as Assistant
Select List year _____
7. Whether the nominee is a member of SC/ST. If yes, please specify Yes/No
SC/ST
8. Previous Training undergone
(i) ISTM _____
(ii) Other Training Instt. _____
9. (i) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Place of Office, Tele. No. _____
(ii) Residential Address _____
with Tele. No, _____
e-mail, if any. _____

**08/03/2010-CSI(T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi**

Dated the **09th March, 2010**

OFFICE MEMORANDUM

Subject : Level 'B' Training Programme for Assistants with 8 years' approved service of the CSS at the ISTM (05/04/2010 to 07/04/2010).

The undersigned is directed to inform that Assistants with 8 years' approved service in the grade, whose names are given in **Annexure I**, have been re-nominated for the above Level 'B' Training Programme. This training is being conducted by ISTM w.e.f. **05/04/2010 to 07/05/2010**. It is requested that these officers may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Yogesh Dwivedi, Asstt. Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 05th April, 2010**.

2. ISTM has reported that even after nominations/re-nominations the officials mentioned in **Annexure I** have not reported for the mandatory Level 'B' training programme. **These officials are given another chance for the successful completion of the Level 'B' Training Programme which is mandatory for their next promotion.** The concerned Cadre Authorities are therefore requested to ensure that the officers nominated to the above programme are relieved in time.

3. The aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of **Rs.16,000/-** each from their respective Ministry/Department. This amount may be released in **Cash** only.

P.T.O

4. Confirmation with regard to the participation of the officers along with their respective bio-data(**Annexure-II**) may please be sent by **18th March, 2010** to **Shri Yogesh Dwivedi**, Asstt. Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Yigesh Dwivedi, Asstt. Director/(Co-ordinator), ISTM, is accessible on Phone No. 26105592 (O).



(Dr. REENA SETHI)

Under Secretary to the Govt. of India
Phone : 24629412

To

**Min/Dept.of
Joint Secretary(Admn.)
New Delhi.**

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3. ISTM (Shri Yogesh Dwivedi, Assistant Director), Administrative Block, Old JNU Campus, New Delhi-110067. **It is requested that a list of officers who report for training on 5th April, 2010 may please be furnished to this Department next day positively.**
4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
5. US(SK)/CS.I
6. PA to DS(CS.I)/US(Trg)
7. Guard File
8. Web site of this Department (www.persmin.nic.in/CSS/CSI-Training Circular - Assistants)



(Dr. REENA SETHI)

Under Secretary to the Govt. of India
Phone : 24629412

**Level 'B' Cadre Training Programme at ISTM for CSS Assistants
with 8 years approved service in the Grade
(Re-nomination cases)**

(05/04/2010 to 07/05/2010)

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	DATE OF BIRTH	CADRE WHERE WORKING Ministry/Department	Nomination status
1	Promila Chopra	09/09/1956	Posts	Second
2	Deepak Kumar	29/01/1974	Steel	Second
3	Santosh Kumar	25/12/1973	Expenditure/ Economic Affairs	Second
4	Kamlesh Bhardwaj	23/02/1955	MHA	Second
5	Amit Srivastava *	11/11/1975	IP&P	Third
6	C. Nagaraju	10/06/1970	Urban Development/ CPWD Hyd.	Second
7	Randhir Kumar *	10/07/1973	Revenue	Third

* Thrice nominated candidates who have not yet undergone training and who fail to attend again, will be debarred from future mandatory training modules, which will impact their next promotion adversely.

CURRICULAM VITAE

1. Name of the Officer Nominated _____
2. Date of Birth _____
3. Designation & Scale of Pay _____
4. Office in which employed _____

5. Academic Qualification _____

6. Date of joining as Assistant
Select List year _____
7. Whether the nominee is a member of SC/ST. If yes, please specify Yes/No
SC/ST
8. Previous Training undergone
(i) ISTM _____
(ii) Other Training Instt. _____
9. (i) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Place of Office, Tele. No. _____
(ii) Residential Address _____
with Tele. No, _____
e-mail, if any. _____