

No. 8/3/2016-CS.I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-I Section

New Delhi, dated the 19th April, 2016

OFFICE MEMORANDUM

Subject : Level 'E' Training Programme for Officers of CSS at ISTM for the period from 02/05/2016 to 10/06/2016.

The undersigned is directed to inform that Officers of the CSS whose names are given in **Annexure-I** have been nominated to participate in the Level 'E' Training Programme being conducted by ISTM. It is requested that the nominated officers may be relieved of their duties and advised to report to **Shri Chandan Mukherjee, Deputy Director/Course Director**, ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 2nd May, 2016.**

2. As the training of the officers and its successful completion is mandatory, in terms of DOP&T Notification **G.S.R.197(E) dated 19th March 2010**, the Ministries/ Departments are requested to ensure that the officers nominated to the above training are **relieved in time**. The performance of the officers in the training will be evaluated and the reports thereof would be added in their APARs while considering their next promotion. No request for withdrawal of nomination either from the Ministry/Department or from the officers concerned shall be entertained by this Department or ISTM as this would have an effect on the promotion of the officers. **The officers who do not attend or successfully complete the Level 'E' training programme will be liable to debarment and denial of promotion as envisaged in DOP&T OM No.1/1/2009-CS.I(Trg) dated 24.02.2010 and OM No.8/11/2010-CSI(Trg) dated 05.04.2010.**

3. The aforesaid training includes an overseas component, study/field visit and project preparation/presentation. The expenditure on overseas training is estimated to be Rs.3,00,000/- (Rupees Three Lakhs) per participant. The expenditure towards this will be met by the ISTM. However, the expenditure in terms of project report presentation 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.

4. As per the DoPT's OM No. T-25017/01/2014-Trg. (ISTM) dated 11th August, 2015, postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division) and postponement from the second chance to the third chance may be permitted with the approval of Secretary (P). No postponement may be permissible beyond 3rd chance.

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5. The officers who are being nominated for the third (and final) chance will be deemed as relieved to attend the training with effect from the date of commencement of the training at ISTM. As such, they will be mandatorily required to report for duty on the date of commencement of the training, failing which their career could stand seriously jeopardized. No requests, whatsoever for relaxation in respect of such officers (nominated for the third time) will be entertained. It is also hereby informed that if an officer who is holding the post of Deputy Secretary on adhoc basis and has been nominated for the third time, fails to attend this programme, the process of reversion of the officer shall be initiated.

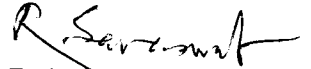
6. The participants are required to indicate at least three public policy areas they would like to work on during the training programme in the project study. They are also requested to furnish the following documents immediately:-

- (a) Annexure-II duly filled in.
- (b) The nominated officer should apply online for official passport, if he/she does not have an official passport already, and attach a print out of the online application submitted for official passport., and
- (c) Two copies of passport size photograph with white background.

This information may be sent to **Shri Chandan Mukherjee, Deputy Director/Course Director, ISTM, New Delhi at the earliest.**

7. Confirmation with regard to the participation of the officers may please be sent immediately to **Shri Chandan Mukherjee, Deputy Director/Course Director, ISTM New Delhi** who is accessible on Phone No. 26185312 (O).

Encls.: Annex.I & Annex.II



(Raju Saraswat)

Under Secretary to Government of India
Tele. : 24629413

To

**Ministry/Department of
All Cadres { Joint Secretary(Admn.) concerned }**

New Delhi.

Copy forwarded for information & necessary action to :-

- (1) ISTM **Shri Chandan Mukherjee, Deputy Director/Course Director**, Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers, who report for training on 2nd May, 2016 may please be furnished to the undersigned on next day positively.**
- (2) Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
- (3) PA to Dir(CS.I)/PA to US(U)/US(D)
- (4) Guard file
- (5) Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat>CSS/Training Nomination Circulars/US)
- (6) Hindi Section, DOP&T, New Delhi - For Hindi version.

Annexure I**List of Under Secretaries of CSS For Level 'E' Training Programme at ISTM
from 02/05/2016 to 10/06/2016**

S.No.	CSL No.	Name of the Officer	DoB	Ministry/Department
1	5964	Vir Vikram S Kharayat*	28/Jul/1964	Fin Services
2	5960	Vivek Ashish*	4/Jan/1966	Expenditure
3	5961	Shardendu Shekhar Prasad*	12/Jan/1959	Rural Dev.
4	5972	Smarjit Kumar Biswas*	19/Apr/1964	UPSC
5	6006	Hemant Kumar Srivastava*	31/Mar/1964	Env/Forests (On Deputation MEA)
6	6014	D V Kameswara Rao*	30/Aug/1963	HFW
7	6032	Ashok Kumar Patro*	14/May/1962	Youth Affairs
8	6036	Rupak Das Talukdar*	1/May/1963	UD
9	6056	Rabindra Prasad Gupta*	2/Feb/1965	Power (On Dep to NDMC)
10	6125	Abha Mishra*	10/Nov/1960	Mines
11	6128	Pradeep Kumar Singh*	1/Jul/1965	Sc. & Tech.
12	5399	Prem Prakash*	15/Feb/1960	Urban Development
13	6129	V T Joseph*	2/Jan/1960	Woman & Ch. Dev.
14	6131	S. Padmanabha*	16/Jul/1960	Science & Technology
15	6136	G. Srinivasan*	18/Oct/1965	Commerce
16	6137	Ashish Kumar*	28/Oct/1959	Disinvestment
17	6138	Bimal Kumar*	25/May/1967	Health & FW
18	6139	Brajesh Sikka*	14/Mar/1960	Commerce
19	6147	Sekhar Ranjan Amin*	2/Jan/1962	Environment & Forests
20	6150	Anandi Venkateswaran(Smt.)*	13/Jul/1966	Defence (On Dep MEA)
21	6159	Poornima Malik(Smt.)*	3/May/1962	Corporate Affairs
22	6160	Anurag Sharma	30/Sep/1963	DoPT (On Deputation to TRAI)
23	6161	Sanjay Mital	26/Aug/1960	Shipping
24	6163	Sobhana Mathew(Smt.)	19/Dec/1959	UPSC
25	6164	Rakesh Kumar Jain	6/Jul/1959	Commerce (On Deputation to NSC Sectt.)

S.No.	CSL No.	Name of the Officer	DoB	Ministry/Department
26	6166	Anil Bhandula	12/Feb/1965	Corporate Affairs
27	6167	Hemanta Kumar Pattanaik	1/Aug/1961	Food Processing Industries
28	6168	Mahender Chaudhary	30/May/1965	Commerce
29	6169	Mohd Shakeel Shamsi	4/Jan/1959	Defence
30	6170	Kulwant Singh Rana	1/Sep/1962	Fertilizers
31	6172	Anil Kumar Gupta	22/Apr/1962	Health & FW
32	6174	Sanjay Kumar Singh	25/Jul/1966	Defence
33	6175	Uday Sankar Chattopadhyay	12/Jun/1960	DoPT (On Deputation to ISTM)
34	6176	Amod Kumar Tiwari	15/Aug/1964	Defence
35	6177	Manmohan Kaur	21/Mar/1963	UPSC
36	6178	Jaya Krishna Sahu	25/Oct/1965	MSME
37	6180	Din Dayal Maheswari	24/Jun/1962	Health & FW
38	6181	R. K. Gupta	17/Nov/1960	Steel
39	6184	Gopal Krishnan Shukla	5/Sep/1959	MHA
40	6185	Satyabrata Mahapatra	31/Dec/1959	Woman & Ch. Dev.
41	6186	Yash Paul Dhewal	28/Jul/1966	UD (On Deputation to O/o Pr. Sc. Adviser)
42	6189	Renu Arora(Smt.)	12/Sep/1962	ARPG
43	6192	Sudarshan Lal Shah	25/Jul/1964	Home Affairs
44	6194	Pradeep Kumar Surekha	13/Jun/1963	UPSC
45	6198	K. Salil Kumar	25/Apr/1968	DoPT

****THIRD AND FINAL NOMINATION**

***SECOND NOMINATION**

Note:

The officers who are nominated for the third and final chance are **Deemed to have been Relieved** for the training.

DETAILS OF VISITS ABROAD DURING LAST THREE YEARS 2014, 2015 & 2016

Name of the Officer:

CSL No.:

		2014	2015	2016
(a)	No. of Visits made			
(b)	Countries visited			
(c)	Period of deputation/ stay in each country with date			
(d)	Purpose of visit			

Signature of the officer with date

Full Name

Office Address