

No. 8/2/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi
Dated the 10th November, 2022

OFFICE MEMORANDUM

Subject: Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 14/11/2022 to 16/12/2022 (134th Batch).

The undersigned is directed to invite reference to this Department's OM of even number dated 7th November 2022 nominating 45 Officers (ASOs) of CSS for the above mentioned Training Programme and to say that name of the officers mentioned at Sl. No. 7 (Ms. Sakshi Adhikari), Sl. No. 33 (Shri Abhinav Mishra) and Sl. No. 35 (Shri Manish Sirohi) are removed from the list of 134th Batch of level B Training programme, second chance of Ms. Sakshi Adhikari is protected.

2. Further, following officers are also additionally nominated for the Level 'B' Training programme at ISTM commencing from 14/11/2022 to 16/12/2022 (134th Batch)—

Sl. No.	Select Year	Name (Shri)	DOB	Rank	Posting
1	2014	Pardeep Rahar	20-04-1987	1093	Expenditure
2	2014	Soninder	03-08-1987	2224	Personnel & Training

3. The nomination of the above officials would be subject to the terms and conditions as already stipulated in the OM dated 7th November 2022 (copy enclosed).

4. The Officers are advised to report the Course Director at ISTM, Shri Rajesh Singh, Dy. Director (Tel.011-26737516, Mob.: 9643580896, e-Mail ID:- r.singh25@gov.in) at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at 9.00 A.M. on 14/11/2022.

Rajeev Nayan
10/11/22
(Rajeev Nayan)

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

To

Under Secretary (Admn.) of the concerned Ministry/Department.

Copy forwarded for information and necessary action to: -

1. The Director, ISTM, Admn. Block, Old JNU Campus, New Delhi – 110067.
2. Shri Rajesh Singh, Dy. Director, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on 14th November, 2022 may please be furnished to this Department next day positively. Further, it is requested to kindly indicate DoB/ Rank 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 (A), 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<Assistants).

Immediate

**No. 8/2/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)**

**2nd Floor, Lok Nayak Bhavan,
New Delhi-110003
Dated the 7th November, 2022**

OFFICE MEMORANDUM

Subject: Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 14/11/2022 to 16/12/2022 (134th Batch).

The undersigned is directed to inform that officers whose names are given in the **Annexure** have been nominated to participate in the mandatory Level 'B' Cadre Training Programme of CSS, being conducted by ISTM w.e.f. **14/11/2022 to 16/12/2022 (134th Batch)**. Accordingly, these officers may please be relieved of their duties and advised to report to the Course Director – **Shri Rajesh Singh, Dy. Director (Tel.011-26737516, Mob.: 9643580896, e-Mail ID:- r.singh25@gov.in)** at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 14/11/2022**.

2. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The web-link for the same is **<http://www.istm.gov.in/lms/registration>**. Officers may carry a printout 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.

3. The training of the officers and its successful completion is mandatory as per CSS Regulations, 2010/2013. 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. The officials who do not attend or successfully complete the Level 'B' 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 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.

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- (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.**

4. The aforesaid training includes study tour as informed by ISTM and officers nominated may please be advised to draw necessary TA/DA advance of **Rs. 40,000/- (Forty Thousand Only)** each from their respective Ministries/Departments. This amount may be sanctioned in the name of nominated officers and the same will be collected by ISTM from the participating officers.

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


(Rajeev Nayan)

Under Secretary to Government of India
Telephone. : 011-24624046
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Annexure-I

**LIST OF OFFICERS FOR LEVEL- "B" TRAINING PROGRAMME BY ISTM FROM
14/11/2022 to 16/12/2022 (134th Batch)**

Sl. No.	Select Year	Name	DOB	Rank	Posting
1	2013	Natasha Laspal*	30-07-1987	5282	Expenditure
2	2013	Sanjay Rajendra Bhuttapalle*	22-10-1989	5302	Expenditure
3	2013	Santosh Tripathi*	12-08-1979	5347	Commerce
4	2013	Gaurav Saxena*	21-01-1988	5372	Culture
5	2014	Manjeet Singh*	02-02-1991	72	Home Affairs
6	2014	Varsha Singh*	10-07-1991	154	Health & Family Welfare
7	2014	Sakshi Adhikari*	28-04-1990	172	Home Affairs
8	2014	Chavi Gupta	07-03-1991	276	Personnel & Training
9	2014	Aju Sharma	24-02-1990	700	Information & Broadcasting
10	2014	Chhavi Gulia	25-03-1992	718	Home Affairs
11	2014	Swati Agarwal	08-10-1990	719	Corporate Affairs
12	2014	Jaspreet Singh	17-05-1992	721	Corporate Affairs
13	2014	Harish Gupta	09-10-1990	780	Home Affairs
14	2014	Himanshu Tyagi	17-03-1989	788	Home Affairs
15	2014	Manpreet Singh	09-10-1991	799	Education
16	2014	Pardeep Kumar Sharma	03-02-1991	811	Personnel & Training
17	2014	Anshuli Tandon	09-03-1989	831	Health & Family Welfare
18	2014	Vaishali Vinayak	12-09-1991	832	Health & Family Welfare
19	2014	Prakriti Rajrishi	10-12-1990	835	Culture
20	2014	Pratik Kumar	07-12-1988	838	Home Affairs
21	2014	Pawandeep Singh	25-04-1990	868	Science and Technology
22	2014	Shashank	25-07-1988	874	Labour & Employment
23	2014	Akash Bansal	27-03-1989	875	Power
24	2014	Chhavi Mishra	10-08-1990	878	Personnel & Training
25	2014	Himanshu Mehrotra	08-02-1990	884	Health & Family Welfare
26	2014	Kunal Singh	26-02-1988	889	Environment, Forest and Climate
27	2014	Arun Sharma	26-04-1990	905	Home Affairs
28	2014	Meenakshi	13-05-1989	918	Education
29	2014	Prashant Tyagi	27-11-1989	919	Home Affairs
30	2014	Vandna	15-07-1991	935	Home Affairs
31	2014	Rohit Singh Bist	28-04-1990	942	Home Affairs
32	2014	Diwakar Kandiyal	17-07-1987	947	Personnel & Training
33	2014	Abhinav Mishra	28-08-1988	951	Home Affairs
34	2014	Pragya Kulshreshtha	24-03-1992	961	Defence
35	2014	Manish Sirohi	25-07-1992	979	Home Affairs
36	2014	Rahul Gupta	09-06-1990	980	Development of NE Region
37	2014	Sandeep Kumar - I	18-01-1991	991	Civil Aviation
38	2014	Ankit Kumar	19-01-1988	1024	Home Affairs
39	2014	Mohit Singh Rawat	14-10-1990	1038	Culture
40	2014	Kapil Singhal	23-03-1991	1046	Telecommunications
41	2014	Rakesh Sharma	08-03-1990	1048	Defence
42	2014	Chetan Mittal	05-10-1990	1051	Health & Family Welfare
43	2014	Urmil	23-11-1990	1507	Telecommunications
44	2014	Neelam Khatri	15-08-1989	1856	Information & Broadcasting
45	2014	Nidhi Kundu	19-11-1990	2755	AYUSH

* These re-nominated officers shall attend the training compulsorily and would be deemed to have been relived for the purpose, as this is their final opportunity to avail the mandatory training required for being eligible for next promotion.

Bejoy
7/11/2022

To

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

Copy forwarded for information and necessary action to: -

1. The Director, ISTM, Admn. Block, Old JNU Campus, New Delhi – 110067.
2. **Shri Rajesh Singh, Dy. Director**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **14th November, 2022** may please be furnished to this Department next day positively. **Further, it is requested to kindly indicate DoB/ Rank in the participation list and results list to facilitate to easy identification of the candidates.**
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