

8/4/2015-CS.I (Trg)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-I Section

New Delhi, dated the ^{15th} July, 2015

OFFICE MEMORANDUM

**Subject : Level 'E' Training Programme for Officers of CSS at ISTM
for the period 10/08/2015 to 18/09/2015.**

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 Moloy Sanyal, Deputy Director/Course Director**, ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 10th August, 2015.**

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 officer 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.



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4. 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 Moloy Sanyal, Deputy Director/Course Director**, ISTM, New Delhi at the earliest.

5. Confirmation with regard to the participation of the officers may please be sent immediately to **Shri Moloy Sanyal, Deputy Director/Course Director, ISTM New Delhi** who is accessible on Phone No. 26185314(O), M.No. 9810961492.

Encls.: Annex.I & Annex.II



(Biswajit Banerjee)

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 Moloy Sanyal, Deputy Director/Course Director:-** Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers, who report for training on 10th August, 2015 may please be furnished to the undersigned 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.



(Biswajit Banerjee)

Under Secretary to Government of India
Tele. : 24629413

Annexure I**List of Under Secretaries of CSS For Level 'E' Training Programme at ISTM from
10/08/2015 to 18/09/2015**

S.No.	CSL No.	Name of the Officer	DoB	Ministry/Department
1	5669	Arun Chaudhury**	29-Feb-60	Health & FW
2	5671	AK.Mishra**	02-Jul-58	Industrial Policy & Promotion
3	5683	Indira Sharma(Smt.)**	02-Sep-58	Disinvestment
4	5746	Gauri S. Nair(Smt.)*	10-Apr-58	Shipping
5	5751	Naveen Yadav*	21-Oct-61	Woman & Ch. Dev.
6	5753	Rajesh Kumar*	05-Jan-64	Urban Development
7	5756	Malathy Narayanan*	14-Jun-61	Defence / On Deputation to Debt Recovery Tribunal-I
8	5759	Dinesh Kumar Rana*	03-Oct-64	ARPG
9	5761	Vanita Sood(Smt.)*	30-Dec-64	Culture / On Deputation to Prasar Bharati
10	5763	Archana Varma (Ms.)*	27-Jul-65	Defence
11	5766	Som Dutt Sharma*	09-Aug-59	AYUSH
12	5773	Arun Kumar Kailoo*	13-Jan-64	Defence
13	5777	Ajit Kumar Sahoo*	28-Oct-61	Home Affairs
14	5779	Ravindra Singh-II*	15-Oct-65	Revenue
15	5784	RV. Pandala	20-May-59	UPSC
16	5785	Jaideep Roy Choudhary	10-Oct-63	Defence
17	5786	DK. Sen Gupta	14-Apr-58	DOP&T
18	5787	Manoj Srivastava	05-Nov-63	UPSC
19	5789	Prema Mohan	15-May-62	Environment & Forests
20	5791	Lajpat Rai Chauhan	05-Jan-66	Defence
21	5792	Sudhir Kumar Rastogi	10-Feb-58	Defence
22	5793	Pranab Biswas	07-Oct-64	Home Affairs
23	5795	Sunil Pant	20-Jun-64	Civil Aviation
24	5797	Raman Kant Sood	30-Apr-64	Rural Dev.
25	5798	Alka Joshi(Smt.)	01-Feb-61	Defence
26	5799	Chandan Mukherjee	30-Mar-63	ISTM
27	5800	Narinder Kumar Singh	09-Jun-60	Home Affairs(NCR Bureau)
28	5801	Raj Kumar	14-Nov-64	Defence
29	5803	P. Haridasan Pillai	30-May-64	SSC
30	5804	CS. Mishra	03-Oct-59	Health & FW

S.No.	CSL No.	Name of the Officer	DoB	Ministry/Department
31	5805	Sobana Pramod(Mrs.)	08-Jun-66	HUPA
32	5807	R. Sathya Narayanan	12-Apr-65	Urban Development
33	5808	Pushpa George(Smt.)	20-Jun-61	Urban Development
34	5809	Padma Ganesh(Smt.)	08-Apr-63	Overseas Indian Affairs
35	5811	PT. Jameskutty	22-May-59	Urban Development
36	5813	Mahendra Pratap	10-Oct-63	Science & Technology
37	5815	Shiv Pratap Singh Tomar	25-Nov-63	Youth Affairs
38	5816	Rekha Sharma	30-Aug-62	Revenue
39	5817	Rajni Taneja(Smt.)	10-Feb-66	Higher Education
40	5820	Sudhir Kumar Gupta	20-Jan-61	Health & FW
41	5821	Akhil Saxena	23-Sep-61	ARPG - On Deputation to Tourism
42	5822	A. Ushabala(Smt.)	14-Apr-62	Petro & NG
43	5823	KV.Unnikrishnan	10-Aug-59	Civil Aviation
44	5825	AR. Sen Gupta	09-Jun-64	Shipping
45	5826	Kishan Pal	20-Apr-59	Consumer Affairs

*** Re-nomination cases **Last & final chance.**

DETAILS OF VISITS ABROAD DURING LAST THREE YEARS 2013, 2014 & 2015

Name of the Officer:

CSL No.:

		2013	2014	2015
(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