

**Most Immediate**

**8/5/2014-CS.I(Trg)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
CS-I Section**

New Delhi, dated the 5<sup>th</sup> December, 2014

**OFFICE MEMORANDUM**

**Subject : Level 'E' Training Programme for Officers of CSS at ISTM  
for the period 29/12/2014 to 06/02/2015.**

The undersigned is directed to inform that Officers of the CSS whose names are given in **Annexure-I (\*\* last and final chance, \* second chance)** have been nominated to participate in the Level 'E' Training Programme being conducted by ISTM w.e.f. **29/12/2014 to 06/02/2015**. It is requested that nominated officers may be relieved of their duties and advised to report to **Shri Chandan Mukherjee, Deputy Director/Coordinator, ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at 9 A.M. on 29<sup>th</sup> December, 2014.**

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 19<sup>th</sup> 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 for 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.

**P.T.O.**

4. Each of the participants is required to indicate at least three public policy areas they would like to work during the training programme in the project study. This information may be sent to the **Shri Chandan Mukherjee, Deputy Director /Course Coordinator, ISTM, New Delhi at the earliest.**

5. Confirmation with regard to the participation of the officers may please be sent immediately to **Shri Chandan Mukherjee, Deputy Director /Coordinator, ISTM, New Delhi, who is accessible on Phone No. 26185312(O) Mob. 9810096900.**

**Encls.: Annex.I**

  
5-12-14  
**(R. Venkatesan)**

Under Secretary to Government of India  
Tele. : 24624046

To

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

**New Delhi.**

Copy forwarded for information & necessary action to :-

- (1) ISTM, (**Shri Satyajit Mishra, Joint Director, M.No. 9999137223**), Administrative Block, Old JNU Campus, New Delhi-11067, w.r.t. ISTM's Letter No. A-33088/02/2014-ISTM(Coord) dated 23<sup>rd</sup> July, 2014.
- (2) ISTM, (**Shri Chandan Mukherjee, Deputy Director**), Administrative Block, Old JNU Campus, New Delhi-11067 **The list of officers, who report for training on 29<sup>th</sup> December, 2014 may please be furnished to the undersigned next day positively.**
- (3) Training Division, Deptt. of Personnel & Training , JNU Campus, New Delhi.
- (4) PA to Dir(CS.I)/PA to US(U)/US(D)
- (5) Guard file
- (6) Web site of this Department (**www.persmin.nic.in>DOPT>Central Secretariat>CSS/Training Nomination Circulars/US**)
- (7) Hindi Section, DOP&T, New Delhi - For Hindi version.

  
5-12-14  
**(R. Venkatesan)**

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**Annexure I**

**Level 'E' Training Programme for Under Secretaries of CSS.**  
(29/12/2014 to 06/02/2015)

S. No.	CSL No.	NAME OF THE OFFICER Sh./Smt./Ms.	DOB	Ministry/Department
1	5232	Robert Charles Tully **	08-Jun-58	MSME
2	5247	Sangeet Kumar Gandhi**	26-Feb-57	Financial Services
3	5334	TP Madhu Kumar **	19-Jan-59	Social Justice & Emp.
4	5348	Ajay Kumar Tripathi **	01-Jul-59	Stat.&Prog. Imp.
5	5355	Shipra Roy(Smt.) **	14-Jun-60	Women & Child Dev.
6	5377	Sumita Das Gupta(Ms.) **	20-Dec-58	AR&PG
7	6113	Kamal Kishore *	30-Jan-61	Defence
8	6220	Ravinder Kumar *	02-Feb-66	Economic Affairs
9	6226	Prem Prakash *	05-Jan-62	Chemicals
10	6228	Jagjeet Kumar *	10-Nov-64	Defence
11	6234	Pradeep Kumar Roy *	19-Mar-66	Financial Services
12	4891-A	Rajendra Singh *	01-Dec-70	H & FW / RIMS, Imphal
13	4900-A	S. Gopal Krishna *	04-Aug-70	Higher Education
14	5384	Sampath Kumari(Smt.) *	24-Jan-60	Shipping
15	5385	Ajay Kumar Sumbly *	16-Apr-59	Power
16	5388	Pushpa Bisht(Smt.) *	12-Aug-60	IPP
17	5405	Rina Dutta Guha(Smt.) *	03-Nov-60	Social Justice & Emp.
18	5425	Manjit Singh Nayar	31-Mar-60	S J & Empowerment
19	5427	Girish Chandra	01-Jul-62	DoPT/MEA (On dep.)
20	5431	Jyothi Prakash Rath	08-Nov-60	Urban Development
21	5433	V V. Johnson	16-Mar-59	Commerce(Supply)
22	5435	Naeem Ahmed Siddiqui	02-Dec-60	Environment & Forests
23	5437	G. Vaidheeswaran	01-Nov-59	Health & FW
24	5441	Ashish Dutta	16-Aug-61	Science & Technology
25	5443	R. Sita Rama Murthy	11-Dec-57	Expenditure/TRAI (On Deputation)
26	5445	Harihar Mishra	18-Oct-60	DARE
27	5447	Meera K Raman(Smt.)	20-Feb-62	Steel
28	5453	Padmaja Saxena(Ms.)	17-Jun-59	Food & PD
29	5455	Sushil T. Williams	29-Jun-61	SSC(Allahabad)
30	5459	M Dilip Kumar	21-Feb-59	Higher Education
31	5464	Vikrant Sachdeva	12-Sep-63	Defence
32	5468	Shivani Dutt(Smt.)	23-Dec-59	Agri & Coop
33	5472	Kanjulli Sanjayan	03-Nov-64	Agri./ISTM (On Dep.)
34	5474	Arvind Narajn Saxena	26-Feb-60	Defence
35	5477	Kirpa Nath Mishra	01-Feb-59	Economic Affairs
36	5481	Ajit Kumar	10-Aug-60	Power
37	5483	Naresh Kumar Wadhwa	02-Sep-65	DOP&T
38	5485	Meenu Batra(Smt.)	03-Jun-66	Health & FW
39	5489	Mary Jacob(Smt.)	18-Jan-62	Panchayati Raj
40	4763-A	Abhijit Bakshi	30-Jan-72	Urban Development

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

(Officer at S.No. 40 have been given the Final Chance)

*R. Beetham*  
5/12/14



**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 **Under Secretary**  
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  
(a) ISTM \_\_\_\_\_  
(b) Other Training Institute \_\_\_\_\_
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. \_\_\_\_\_