

No. 21/1/2012-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Lok Nayak Bhawan, New Delhi – 110 003.
Dated the 15th January, 2015

OFFICE MEMORANDUM

Subject:- Level-II Training Programme from 02/02/2015 to 13/02/2015 (Two weeks) for PA of CSSS -reg.

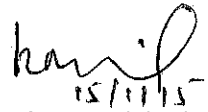
The undersigned is directed to say that PAs/PSs, whose names are given in the Annexure-I have been nominated to participate in the Level-II Training Programme to be conducted by the ISTM from 02/02/2015 to 13/02/2015. **It may be noted that these officials have been promoted to the Grade of Private Secretary (PS) vide OM No. 4/8/2013-CS.II(A) (Part-I) dated 31.12.2014 of this Department on the condition they would successfully complete Level-II training under CTP whenever nominated by this Department.** Therefore, these officials, whose name are placed at the Annexure be relieved of their duties from their present cadre with the direction to report to the Course Coordinator, **Shri Vadali Rambabu, Deputy Director, ISTM Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 02/02/2015.**

2. Cadre Authorities are requested to:-

- i) ensure that the officers nominated for the above training programme are relieved in time.
- ii) sanction an advance of Rs. 20,000/-(Rupees twenty thousand only) as T.A. advance for each participant along with their relieving order.
- iii) forward Curriculum Vitae of each participant specifically indicating their gender and medium in prescribed proforma, as per Annexure II to the Course-Coordinator.

3. The officials concerned should also make efforts in their own interest to get relieved for the said training programme.

4. **Non participation in training programme would be viewed seriously.**


15/1/15

(Kameshwar Mishra)

Under Secretary to the Govt. of India

Tel.No. 24623157

To

- (i) All Cadre Units of CSSS
- (ii) Concerned officials.

Copy forwarded to:-

ISTM (Shri Vadali Rambabu, Deputy Director), ISTM Administrative Block, JNU
Campus (Old), New Delhi-110067.

Annexure to OM No. 21/1/2012-CS.II(A) dated 15.01.2015

S. No.	CSL No.	Name of the officials	Date of Birth	SL in the PA Grade	Cadre where nominated on promotion to PS Grade
1	1303	Ved Bala	10/07/1960	2004	Expenditure
2	1357	Shakuntala Dogra	11/05/1960	2005	MSME
3	1365	P K Ohri	09/11/1959	2005	Agriculture
4	1425	Manju Gogia	20/12/1962	2005	UPSC
5	1437	Santosh Rajpal	07/01/1959	2005	Expenditure
6	1445	Swaran Anand	16/12/1959	2005	Expenditure
7	1447	Veena Luthra	17/11/1960	2005	Telecom
8	1475	Krishan Kumar Sharma	01/07/1959	2005	Rural Dev.
9	1476	Chander Kanta	14/06/1972	2005	Food & PD
10	1477	Gulshan Kumar	05/12/1962	2005	Labour
11	1478	Jitendra	01/05/1973	2005	Power
12	1480	Neera	13/09/1972	2005	Agriculture
13	1481	Noor jahan	08/06/1959	2005	Supply
14	1483	Anita Gambhir	15/03/1962	2005	Supply
15	1485	M P Katyal	09/03/1959	2005	I&B
16	1505	Nirmala Chowdhary	29/09/1959	2005	Power
17	1508	Monika Manglik	27/02/1975	2005	Culture
18	1509	S Rajamony	09/11/1959	2005	Expenditure
19	1511	R P Mudgal	01/05/1961	2005	Legal Affairs
20	1555	Meena Viz.	01/09/1960	2006	Agriculture
21	1558	Bharatendu Sharma	11/04/1970	2006	S&T
22	1559	R C Khosh	30/10/1958	2006	I&B
23	1561	Gulshan Kumar	07/08/1962	2006	Civil Aviation
24	1563	Punam Verma	05/05/1961	2006	Defence
25	1565	Hari Om	30/01/1958	2006	Defence
26	1571	Rachna Duggal	16/03/1979	2006	Food & PD
27	1576	Shippy Narang	11/04/1957	2006	I&B
28	1581	Yashpal	21/07/1975	2006	Power
29	1582	K.N.P. Nair	28/11/1958	2006	Food & PD
30	1586	Harish Lugani	03/06/1962	2006	Health & FW

S. No.	CSL No.	Name of the officials	Date of Birth	SL in the PA Grade	Cadre where nominated on promotion to PS Grade
31	1590	Amar Jeet Singh	07/09/1959	2006	HRD
32	1596	Ravi Kaushik	01/08/1958	2006	IP&P
33	1597	Anita Sharma	16/01/1978	2006	I&B
34	1602	Indu Sood	01/07/1961	2006	IP&P
35	1604	R.K.Gupta	17/10/1961	2006	UPSC
36	1606	Santosh Sikka	05/08/1958	2006	IP&P
37	1608	Ranjit Bhatia	01/11/1960	2006	IP&P
38	1609	Dimple Johar	09/08/1977	2006	I&B
39	1611	Dinesh C	19/11/1970	2006	Urban Dev.
40	1618	Satya Pal Bhati	02/03/1957	2006	Power
41	1620	Chander Shekhar	17/03/1957	2006	Labour
42	1623	Geeta Negi	18/11/1977	2006	I&B
43	1624	Kirti Vikas Oze	22/06/1963	2006	Labour
44	1632	Suman Kalia	06/07/1958	2006	IP&P
45	1633	Madhu Khurana	01/05/1970	2006	Legal Affairs
46	1931	Rajendra Kumar	20/09/1973	2008	Expenditure
47	1932	Bharat Kumar	24/07/1972	2008	WCD
48	1942	Prahalad Singh	25/10/1968	2008	MSME
49	1944	C. Jamuna	13/04/1967	2008	IP&P
50	1952	Anil Kumar	02/08/1974	2008	Expenditure

CURRICULAM VITAE

1. Name of the officer nominated _____
2. Date of Birth _____ Male/Female _____
3. Designation & Scale of Pay _____
4. Office in which employed _____
5. Whether Hindi/English Stenographers _____
6. Academic qualification _____
7. Date of joining as PA _____
Select List Year _____
8. Whether the nominee is a member Yes/No _____
of SC/ST if yes, please specify SC/ST _____
9. Previous Training undergone
(i) ISTM _____
(ii) Other Training Institute _____
10. (i) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Office Tel. No. _____
Residential Address _____
Mobile/Tel. No. _____
e-mail _____

Signature