

Immediate

No. 8/2/2021-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi -110003

Dated the 23rd June, 2021

OFFICE MEMORANDUM

Subject: ONLINE Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 05/07/2021 to 06/08/2021 (108th Batch).

The undersigned is directed to inform that Officers whose names are given in **Annexure I** have been nominated to participate in the mandatory Level 'B' Training Programme being conducted by ISTM w.e.f. **05/07/2021 to 06/08/2021**. The training will be conducted online by ISTM and the participants are not required to visit ISTM in person for the same. The online training will be accessible through mobile or laptop/desktop as per the convenience of the participant.

2. The training of the officers and its successful completion is mandatory as per DOP&T Notification G.S.R.483(E) dated 12th July 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.



.....2/-

- (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.**

3. Henceforth, all CSS officers, will get a maximum of two nomination chances to complete the mandatory trainings at various levels. The second nomination will be considered only under the circumstances mentioned in para 2 (iii) above.

4. The online Level B training does not involve any study tour. Hence, no TA/DA shall be admissible to any participant.

5. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The link is <http://www.istm.gov.in/lms/registration>. Confirmation with regard to the participation of the officers (after updating officers' particulars online on CMS) may please be sent to Course Director of ISTM - **Sh. Agam Aggarwal, Deputy Director (Course Director)**, Phone No. 26737603, M. No. 9810957831.



6. The nominated officers may please be relieved of their duties and advised to contact the above Course Directors of ISTM for further details regarding online link etc. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.


(Zachariah Thomas)

Under Secretary to Government of India

Telephone. : 24624046

Email: zachariahthomas.edu@nic.in

To

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

Copy forwarded for information and necessary action to :-

1. Director, ISTM, Admn. Block, Old JNU Campus, New Delhi
2. **Sh. Agam Aggarwal, Deputy Director (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **5th July, 2021** may please be furnished to this Department next day positively. *Further, it is requested to kindly indicate DoB /Rank of candidates in the participation list/Results list to facilitate easy identification of candidates.*
3. Training Division, Deptt. of Personnel & Training, Old JNU Campus, New Delhi, (**Shri Syed Imran Ahmed, DS**).
4. **Shri G.D.Toppo, US (CS.1/A), DoPT**, North Block, New Delhi – 110003 for necessary action w.r.t candidate at S.No.1 of Annexure-I
5. Officer concerned.
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)

Annexure-I

**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
05/07/2021 to 06/08/2021 (108th Batch)**

S.No.	Year	Name	Date of Birth	Rank	Ministry
1.	2012	Rajni Goyal*	01-07-71		DoPT (Under posting)
2.	2012	Anil Kumar	03-02-71		Commerce
3.	2012	Deepak Kumar Aggarwal	01-08-65		Personnel & Training
4.	2012	Dinesh Kumar Gupta	30-03-67		Commerce
5.	2012	Neerja Sharma	01-09-66		Environment & Forest
6.	2013	Ashmit Chakrabarti	26-07-88	20	CAB SEC.
7.	2013	Pooja Singhal (Gulati)	16-02-89	22	CAB SEC.
8.	2013	Bhavya Gulati	30-03-89	61	Culture
9.	2013	Aditi Dahiya	09-03-92	99	Personnel & Training
10.	2013	Priyanka Rastogi	11-11-87	131	Health & Family Welfare
11.	2013	Priya Solanki	24-02-89	143	CAB SEC.
12.	2013	Nectu Dhama	22-08-86	147	AYUSH
13.	2013	Vanita Godara	18-07-90	154	Corporate Affairs
14.	2013	Shilpa Mittal	03-01-91	179	Culture
15.	2013	Danny Kurian	22-07-88	194	Information & Broadcasting
16.	2013	Vaibhav Katyal	06-08-89	268	Home Affairs
17.	2013	Vivek Kharb	07-03-90	290	Home Affairs
18.	2013	Bhavya Chauhan	10-09-90	305	Education
19.	2013	Pratibha	15-02-88	320	MoSPI
20.	2013	Apinder Singh	10-03-90	333	Steel
21.	2013	Arun Naithani	12-12-91	336	Education
22.	2013	Nidhi - II	30-04-92	359	Health & Family Welfare
23.	2013	Suman Saurabh	25-08-88	361	New & Renewable Energy
24.	2013	Mohit Gupta	14-10-89	367	Education
25.	2013	Pankaj Bhardwaj	30-01-91	399	NDMA
26.	2013	Shimpy	25-11-90	436	Development of NE Region
27.	2013	Bijender	05-07-90	463	Fertilizers
28.	2013	Chandni Singh	30-06-90	471	Labour & Employment
29.	2013	Deepak - II	04-02-89	472	Road Transport & Highways
30.	2013	Sakshi Dhawan	05-01-91	485	Health & Family Welfare
31.	2013	Rizul Arora	21-04-89	499	Commerce
32.	2013	Praveen Singh Shekhawat	23-06-89	546	Science and Technology
33.	2013	Lokesh	15-10-90	575	Petroleum & Natural Gas
34.	2013	Anurag Chauhan	03-02-91	576	Civil Aviation
35.	2013	Triveni Choudhury	14-08-86	579	Labour & Employment
36.	2013	Subhasish Ghosh	27-01-88	601	Earth Sciences
37.	2013	Rakshit Gupta	30-03-90	624	Information & Broadcasting
38.	2013	Mohit Kaushik	20-03-89	627	Corporate Affairs
39.	2013	Vishal Kumar Singh	10-01-89	631	Social Justice & Empowerment
40.	2013	Mohit Srivastava	16-04-90	632	Home Affairs
41.	2013	Shivali	06-02-90	644	Commerce
42.	2013	Ashish Dhawan	28-03-89	652	Environment & Forests
43.	2013	Necta Singh	06-10-87	654	Health & Family Welfare
44.	2013	Rahul Yadav	17-12-90	667	Telecommunications
45.	2013	Atul Gupta	24-10-87	677	Petroleum & Natural Gas
46.	2013	Vandana Rajpriya	12-09-88	679	Corporate Affairs
47.	2013	Harsh Singal	27-11-88	681	Expenditure
48.	2013	Sumit Pathak	20-10-88	730	Education
49.	2013	Tarun Sikri	26-11-89	747	Commerce
50.	2013	Mahesh Chander	11-04-88	758	Development of NE Region

50.	2013	Mahesh Chander	11-04-88	758	Development of NE Region
51.	2013	Aditi Sharma	27-09-88	761	Information & Broadcasting
52.	2013	Nidhi - I	05-03-90	765	Petroleum & Natural Gas
53.	2013	Shashank Tyagi	28-09-90	799	Home Affairs
54.	2013	Kirti Sawhney	22-09-89	817	Culture
55.	2013	Chandan Kumar - II	02-01-87	820	Information & Broadcasting
56.	2013	Rahul Kaila	21-04-89	827	Telecommunications
57.	2013	Parul (Dahiya)	05-08-89	843	Home Affairs
58.	2013	Ashish Jain	07-04-91	854	Petroleum & Natural Gas
59.	2013	Mayank Kulshrestha	31-01-92	864	Home Affairs
60.	2013	Mecnakshi Goyal	14-06-90	889	Health & Family Welfare
61.	2013	Rahul Malik	04-12-89	896	Road Transport & Highways
62.	2013	Nikhil Bhargav	07-09-91	903	Expenditure
63.	2013	Arindam Saha	21-05-91	911	Expenditure
64.	2013	Mona Garg	17-01-90	927	Food & Public Distribution
65.	2013	Rahul Kumar - IV	25-07-87	946	Information & Broadcasting

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

Rama