

No. 21/3/2012-CS-II(C)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi.  
Date: 12<sup>th</sup> September, 2012

**OFFICE MEMORANDUM**

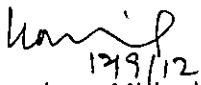
Subject: Nomination of Stenographers Grade 'D' of CSSS for Stenographers Direct Recruits (Foundation) {8<sup>th</sup> SDR(F)} / Induction Training at ISTM w.e.f 01/10/2012 to 09/11/2012- reg.

The undersigned is directed to refer to this Department's O.M No. 20/28/2010-CS-II(A) dated 20/10/2011 (available on the web-site of the DoP&T) regarding Cadre Training Plan (CPT) for the officers/officials of Central Secretariat Stenographers Service (CSSS) and to say that Stenographers Grade 'D' nominated to different Cadre Units on the basis of Stenographers Grade 'D' Examination, 2010 & 2011 whose names are given in the Annexure-I(Re-nominated) and Annexure-II (New Joining) are nominated to participate in the Stenographers Direct Recruits (Foundation) course {8<sup>th</sup> SDR(F)} / Induction Training being conducted by the ISTM from **01/10/2012 to 09/11/2012**. The officials who have been re-nominated are being given the last opportunity for the successful completion of the SDR(F) training. It is requested that these officials may please be relieved of their duties with the direction to report to Sh. Praveen Prakash Ambastha, Assistant Director, ISTM, Administrative Block, JNU Campus (old), New Delhi at **9.00 AM on 1<sup>st</sup> October, 2012**.

2. **Cadre Units of CSSS are also requested to ensure that the officials nominated to the above Foundation training course are relieved in time as this training course is mandatory in nature and the Stenographers Grade 'D' who do not complete and qualify the foundation training course shall not be confirmed in the post till such time they pass the examination conducted by the ISTM. Absenteeism and withdrawal from the course, including part/different components of the programme, may not be allowed in normal circumstances.**

3. As part of the Training course, the participants would be taken on a study tour. In order to meet the expenditure for the study tour, all the administrative Ministries/Departments are required to sanction an advance of Rs 20,000/- (Rupees Twenty thousand only) as T.A/DA advance for each for each participant along with their relieving order.

4. Cadre Units of CSSS are also requested to send Curriculum Vitae of each participant specifically indicating their gender in prescribed proforma given in the Annexure -III to Sh. Praveen Prakash Ambastha, Assistant Director, ISTM, New Delhi. Sh. Praveen Prakash Ambastha, Assistant Director is accessible on Phone No. 011-26194086

  
12/9/12  
(Kameshwar Mishra)

Under Secretary to the Govt. of India  
Telefax: 24623157

To

Under Secretary (Admn) of the concerned Cadre Units.

Copy to: Sh. Praveen Prakash Ambastha, Assistant Director, ISTM, JNU Campus (old) New Delhi alongwith a copy to list of participant w.r.t ISTM's letter No. A-33090/01/2005-ISTM (Coord) dated 5/9/2012 **with the request that study material for the foundation training course may be provided online at least 15 days before the start of the training programme and at the end of the course, the proficiency in typing may be checked through a test of qualifying nature conducted at ISTM.**

**Re-Nomination for 8th Stenographers Direct Recruits(Foundation) / Induction Training  
to be held at ISTM from 01/10/2012 to 09/11/2012**

**Steno Grade 'D' Examination, 2010**

S.No.	Name of Candidate	Gender	Category	Rank No.	Date of Birth	Cadre where nomianted	Medium	Taken over on strength as on
1	Ravi Pratap Singh	M	SC	206	18/01/1982	Defence	English	20/04/2012
2	Akash Bhardwaj	M	General	212	12/03/1989	Home Affairs (PMO)	English	14/12/2011
3	Geetu Sheel	F	SC	256	12/08/1982	Telecommunication	English	03/04/2012
4	Ruby Sharma	F	General	263	25/09/1984	Health & FW	English	23/01/2012
5	Baljeet Singh	M	General	282	07/08/1987	Defence	English	14/03/2012
6	Shiv Kumar Verma	M	General	356	07/04/1989	Defence	English	16/03/2012
7	Ishwear Chandra Chauhan	M	OBC	373	20/03/1983	Personnel & Training	Hindi	27/12/2011
8	Ruchi Chopra	F	General	380	20/08/1985	Defence	English	19/04/2012
9	Reena Shahi	F	General	383	21/09/1987	Defence	Hindi	16/02/2012
10	Vijender Kumar	M	SC*	413	17/08/1984	Social Justice & Empowerment	English	22/11/2011
11	Bhavana Sagar	F	SC	462	30/01/1984	Agriculture & Coop.	English	05/12/2011
12	Baby	F	SC	464	18/01/1980	Information & Broadcasting	English	16/12/2011
13	Bhoopendra Singh Chauhan	M	General	524	01/06/1985	Information & Broadcasting	Hindi	20/04/2012
14	Sunil Kumar	M	SC	556	11/10/1981	Home Affairs	English	14/12/2011
15	Sonu Kumar	M	SC	681	15/05/1990	Posts	Hindi	29/12/2012
16	Ashok Kumar	M	SC	701	22/02/1986	Defence	Hindi	13/04/2012
17	Isha Gupta	F	General	RL16	27/11/1985	Home Affairs	English	02/12/2011
18	Rajaram Yadav	M	OBC	RL168	02/11/1984	Home Affairs	Hindi	30/01/2012
19	Ravi kumar	M	OBC*	415	06/03/1986	Health & FW	English	05/03/2012

## NOMINATION FOR 8TH STENOGRAPHERS DIRECT RECRUIT(Foundation)/INDUCTION TRAINING

## STENO. GRADE 'D' EXAMINATION, 2010

S. No	Name of Candidate	Gender	Category	Rank No.	Date of Birth	Cadre where working	Medium	Taken over on strength on
1	Dalip Kumar	M	OBC*	211	12/06/1984	Science & Technology	English	17/05/2012
2	Deepika Aggarwal	F	General	607	23/02/1989	Home Affairs	English	27/03/2012
3	Udal Singh	M	OBC*	626	03/07/1986	Micro Small & Med. Enterprises	Hindi	30/12/2011
4	Kamal Kishore Kant	M	OBC	RL52	01/03/1985	Posts	Hindi	11/06/2012

## STENO. GRADE 'D' EXAMINATION, 2011

5	NEERAJ	M	OBC	589	29/01/1991	Planning Commission	English	12/06/2012
6	MAYUR VERMA	M	General	206	30/05/1990	Higher Education	English	13/06/2012
7	VIVEK VATS	M	General	511	23/12/1991	Agriculture & Cooperation	English	13/06/2012
8	SHALENDRA KUMAR	M	OBC	683	01/06/1988	Agriculture & Cooperation	English	13/06/2012
9	SUMIT CHOUDHARY	M	General	528	22/12/1987	Agriculture & Cooperation	English	14/06/2012
10	SONIA	F	General	479	16/06/1985	Planning Commission	English	15/06/2012
11	KANIKA NAGPAL	F	General	97	16/09/1987	Agriculture & Cooperation	English	21/06/2012
12	SONIA SHARMA	F	General	96	14/02/1982	Road Transport & Highways	English	22/06/2012
13	BHAWNA	F	SC*	556	09/06/1990	Agriculture & Cooperation	English	26/06/2012
14	RAJ KUMAR	M	SC*	226	01/01/1989	Agriculture & Cooperation	Hindi	28/06/2012
15	LALAN KUMAR JHA	M	General	154	07/12/1978	Agriculture & Cooperation	English	29/06/2012
16	ANUJ KUMAR SINGH	M	General	570	01/03/1989	Rural Development	English	02/07/2012
17	B S R KRISHNA	M	General	52	29/10/1988	Planning Commission	English	03/07/2012
18	RAVINDER SINGH THAPLIYAL	M	General	298	05/05/1985	Higher Education	English	04/07/2012
19	AMARDIP KAUR	F	SC	355	04/04/1982	Social Justice & Empowerment	English	04/07/2012
20	SHIVANI ADLAKHA	F	General	430	31/03/1990	Defence	English	04/07/2012
21	ALOK KUMAR CHOUDHARY	M	OBC	143	25/12/1982	Road Transport & Highways	Hindi	05/07/2012
22	VIJAYA KUMARI	F	OBC	251	15/08/1986	Road Transport & Highways	English	05/07/2012
23	PREETI MALIK	F	General	47	22/05/1989	Home Affairs	English	06/07/2012
24	SONU SINGH	M	OBC	179	28/08/1992	Agriculture & Cooperation	Hindi	09/07/2012
25	YOGESH KUMAR	M	OBC	709	04/06/1989	Planning Commission	Hindi	09/07/2012
26	DALIP KUMAR	M	OBC	341	18/04/1983	Labour & Employment	English	10/07/2012
27	VIKAS BALODHI	M	General	190	17/06/1985	Health & Family Welfare	English	11/07/2012
28	MANPREET SINGH	M	SC	560	24/01/1988	Personnel & Training	English	11/07/2012
29	SEEMA RANI	F	General	350	05/12/1989	Industrial Policy & Promotion	English	12/07/2012
30	SHEETAL SINGH	F	General	448	29/12/1986	Home Affairs	English	12/07/2012
31	RITIKA ANEJA	F	General	472	06/12/1990	Urban Development	English	12/07/2012
32	POONAM SHARMA	F	General	533	20/06/1980	Defence	English	12/07/2012
33	DEEPAK	M	SC	587	12/07/1988	Home Affairs	English	12/07/2012
34	SHIVANI CHAUHAN	F	General	93	22/09/1985	Water Resources	English	13/07/2012
35	CHHAVI NARULA	F	General	145	14/07/1990	Water Resources	English	13/07/2012
36	DIPIKA JOHAR	F	General	164	27/01/1987	Telecommunications	English	17/07/2012