

**Most Immediate**

**8/8/2010-CSI(Trg)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
CS-I Section**

New Delhi, dated the 30<sup>th</sup> May, 2012

**OFFICE MEMORANDUM**

**Subject : Level 'G' Training Programme for Officers of CSS in the  
of Directors (04/07/2012 to 16/07/2012).**

The undersigned is directed to inform that Officers of the CSS in the Grade of Directors whose names are given in **Annexure-I** have been nominated to participate in the Level 'G' Training Programme being organised by ISTM w.e.f. **04/07/2012 to 16/07/2012**. It is requested that officers mentioned in **Annexure-I** may be relieved of their duties and advised to report to Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9 A.M. on 4<sup>th</sup> July, 2012**.

2. The Cadre Authorities 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 the officer concerned shall be entertained by this Department or the Institute as this would affect the promotion of the officers.

3. The aforesaid training includes an overseas component and the expenditure incurred on the overseas visits by the participants will be borne by the ISTM. Confirmation with regard to the participation of the officers along with their respective bio-data (**Annexure II**) may please be sent to Director, ISTM, New Delhi by **8<sup>th</sup> June, 2012**, with a copy to the undersigned. **Director, ISTM** is accessible on Phone No. 26185308.

**Encl. : Annex.-I & II**

  
( **Vidyadhar Jha** )

Under Secretary to the Government of India  
Tele. : 24624046

To

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

Copy forwarded for information & necessary action to :-

1. Director, ISTM, Administrative Block, Old JNU Campus, New Delhi-11067, w.r.t. ISTM DO Letter No.A-33083/1/2010-ISTM dated 30<sup>th</sup> May, 2012. The list of officers, who report for training on 4<sup>th</sup> July, 2012 may please be furnished to this Department the next day positively. **ER Sheets of the participants may also be got filled up, separately as requested.**
2. Training Division, Deptt. of Personnel & Training , JNU Campus, New Delhi.
3. PA to DS(CSI)
4. US(D)
5. Guard file
6. Web site of this Department (**[www.persmin.nic.in](http://www.persmin.nic.in)**>DOPT>Central Secretariat>CSS>Training Nomination Circulars>Director)



( **Vidyadhar Jha** )

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**Annexure I****Level 'G' Training Programme for Directors of CSS with 5 years  
approved service in the grade  
( 04/07/2012 to 16/07/2012 )**

<b>S. No.</b>	<b>CSL No.</b>	<b>NAME OF THE OFFICER Sh./Smt./Ms.</b>	<b>DATE OF BIRTH</b>	<b>CADRE WHERE WORKING Ministry/Department</b>
1	1759	S.C. Sagar	12/05/1955	Defence
2	2028	Ms.Mukta N. Samnotra	13/06/1956	Textiles
3	2064	Navin Soi	13/07/1954	Higher Education
4	1862	Ms.Sharda P. Meshram	27/11/1954	Water Resources
5	2169	Sunita H. Khurana (Ms)	03/09/1959	Rural Development
6	2187	Anita Patheja (Ms)	16/01/1958	Agriculture & Cooperation
7	1711	Rakesh Bhartiya	28/07/1954	Public Enterprises
8	1717	Sunil Mishra	19/08/1954	Shipping
9	2034	Kalpana Narain (Ms)	08/08/1956	Commerce
10	2181	S. B. Sinha	15/05/1957	Food & PD
11	2358	Rosy Sharma (Ms)	27/09/1958	Economic Affairs
12	2363	K.V. Jacob (Dr)	30/09/1954	Defence
13	2388	S.K. Verma	04/04/1955	Rajya Sabha Secretariat
14	2393	K. Mathivanan	15/04/1957	Education
15	2398	Avadesh K. Saxena	23/11/1954	Home Affairs
16	2408	Dr. A.R. Goyal	15/03/1955	Road Transport & Highways
17	2413	Kiran Puri	21/08/1959	Commerce
18	2418	B.K. Mukhopadhyay	01/12/1954	Defence
19	2423	Shyam Kapoor	07/08/1959	CVC
20	2428	Ranbir Singh	07/10/1956	Labour & Employment
21	2433	Bina Prasad (Smt.)	20/10/1957	Home
22.	2438	Satish Kumar	01/01/1956	AR&PG
23	2443	Rajiv Rai	02/01/1958	DOP&T
24	2448	Jai Prakash Agarwal	05/11/1959	Urban Development
25	2453	P. Kalyanasundaram	25/12/1954	Petroleum & NG
26	2463	Anita Chauhan (Ms)	21/06/1957	Disinvestment
27	2468	P. Narayanan	25/11/1954	Revenue
28	2473	Anil Bahuguna	25/11/1959	Defence
29.	2483	P. Karuppaswamy	03/04/1958	Deptn. to Govt. of TN
30	2488	Divya Prasad	25/05/1955	UIDAI (dep.)
31	2498	Dr. R. K. Mitra	31/03/1958	IIFT (dep)
32	2503	Sudhir Kumar	02/08/1959	Food Processing Inds.
33	2513	R.K. Singh	04/04/1955	Agriculture & Cooperation
34	2528	L. Indumathy	15/05/1957	Science & Technology
35	2508	K.L. Sharma	01/11/1958	Cabinet Secretariat

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 Director \_\_\_\_\_  
\_\_\_\_\_
7. Whether the nominee is a member of SC/ST. If yes, please specify Yes/No  
SC/ST
8. Previous Training undergone  
(i) ISTM \_\_\_\_\_  
(ii) Other Training Instt. \_\_\_\_\_
9. (i) Office Address \_\_\_\_\_  
Ministry/Department \_\_\_\_\_  
Room No. & Name of Building \_\_\_\_\_  
Place of Office, Tele./Fax Nos. \_\_\_\_\_  
(ii) Residential Address \_\_\_\_\_  
with Tele. No. \_\_\_\_\_  
e-mail, if any. \_\_\_\_\_