

Most Immediate

**No.08/12/2011-CS.I(Trg)-Vol-II
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
New Delhi**

Dated the 1st November, 2011

OFFICE MEMORANDUM

**Subject : Backlog Training Programme for adhoc Section Officers at
ISTM for the period 12/12/2011 to 23/12/2011.**

The undersigned is directed to inform that adhoc Section Officers, whose names are given in **Annexure I**, have been nominated for the above mentioned Backlog Training Programme. This training is being conducted by ISTM w.e.f. **12/12/2011 to 23/12/2011**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Ravindra Kumar, Deputy Director (Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 12th December, 2011**.

2. **The performance of the officials in the training will be evaluated and the reports thereof be added in their APARs.** No request for withdrawal of nomination either from the Ministry/Department or the officer concerned shall be entertained by this Department or the Institute. The instant training is meant for **officers who have not undergone the Level 'B' training** and those who are not above the age of 58 years as on July 2011. Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time

3. As the aforesaid training includes study tour, officers nominated above may be advised to draw necessary TA/DA advance of Rs. 15,000/- each from their respective Ministry/Department. This amount may be released in **Cash** only.

4. Confirmation with regard to the participation of the officials along with their respective bio-data (**Annexure-II**) may please be sent by **11th November, 2011** to **Shri Ravindra Kumar, Deputy Director** (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Ravindra Kumar, Deputy Director (Co-ordinator) ISTM is accessible on phone No. 26177058 (O).


(**V Srinivasaragavan**)

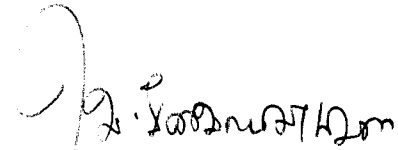
Under Secretary to Government of India
Tele. : 24629412

To

Min/Dept. of
Joint Secretary (Estt./Admn.)
New Delhi.

Copy forwarded to :-

1. Officers concerned.
2. ISTM, (Sh. K. Govindarajulu- Dy. Director(Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33090/01/2005-ISTM(Coord) dated 17th June, 2011.
3. ISTM, (Shri Ravindra Kumar, Dy. Director) Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **12th December, 2011** may please be furnished to this Department next day positively.
4. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi for information.
5. CSI(S) Section, DOP&T, LN Bhawan, New Delhi
6. Guard File.
7. Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat >CSS/Training Nomination Circulars/Assistant)



(V Srinivasaragavan)

Under Secretary to Government of India
Tele. : 24629412

Annexure I**Training Programme for adhoc Section Officers to be held at ISTM
(12/12/2011 to 23/12/2011)**

Sl. No.	Name (S/Shri/Smt/Ms)	D.O.B.	Ministry/Department
1	T Beck	28.06.1963	Revenue
2	T R G Parate	05.09.1959	Revenue
3	Hriday Nand		Revenue
4	Shanti Lalta Toppo	14.10.1963	UPSC
5	S P Bist	10.07.1959	UPSC
6	Sushila Ekka	03.09.1962	UPSC
7	Subhash Chander	08.10.1953	UPSC
8	Kalpna Virat	30.12.1956	UPSC
9	Arvind Madavi	01.07.1963	Urban Development
10	P C Purkait	01.08.1972	Urban Development
11	Atul Kumar	11.01.1954	Commerce(DGFT)
12	Sudama Nand Sharma	02.07.1953	Commerce (FTDO)
13	Prakash Chand	10.07.1955	Commerce(FTDO)
14	Amarjeet Sroa	06.10.1961	Commerce(FTDO)
15	Rajinder Singh	01.07.1954	Information & Broadcasting
16	Shoba Nayyar		Information & Broadcasting
17	Devendra Kumar	04.06.1976	Information & Broadcasting
18	Shiv Nand Kumar		Higher Education
19	Narender Kumar -II		Higher Education
20	Puran Chand		Higher Education
21	T C Meena	15.01.1964	Telecommunications
22	V K Sharma	08.10.1953	Telecommunications
23	Sudha Sharma	31.01.1954	Telecommunications
24	D S Sudha	04.08.1957	Civil Aviation
25	Dal Chand	04.10.1959	Civil Aviation
26	Harjeet Singh	22.06.1956	Civil Aviation
27	Karan Singh	03.03.1954	Civil Aviation
28	K K Sharma	15.09.1955	Health & Family Welfare
29	Ram Bachan	10.09.1963	Corporate Affairs
30	Kamlesh Makkar	12.02.1956	Corporate Affairs
31	Mahavir Singh Tomar	20.02.1957	Culture
32	N C Israni	22.07.1953	Expenditure
33	Naresh Badhan	22.04.1956	Expenditure
34	Y Y Parate	08.10.1959	Expenditure
35	Sanjay Kumar Jha	05.06.1974	Expenditure
36	Sanjay Kumar	04.01.1970	Food & PD
37	S B Tripathi	10.02.1958	Food & PD
38	Som Nath	12.12.1955	Food & PD
39	Debashish Roy	18.10.1953	Health & Family Welfare
40	N Vishwanath	11.10.1954	Health & Family Welfare

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 **Assistant**
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
(i) ISTM _____
(ii) Other Training Instt. _____
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. _____