

**Most Immediate**

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

Dated the 4<sup>th</sup> October, 2011

**OFFICE MEMORANDUM**


**Subject : Backlog Training Programme for adhoc Section Officers at  
ISTM for the period 24/10/2011 to 04/11/2011(Batch II).**

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. **24/10/2011 to 04/11/2011**. It is requested that these officials may be relieved of their duties, subject to vigilance clearance and advised to report to Shri K Govindarajulu, Deputy Director(Co-ordinator) ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 24<sup>th</sup> October, 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. 12,000/- 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 **14<sup>th</sup> October, 2011** to **Shri K. Govindarajulu, Deputy Director** (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri Govindarajulu, Deputy Director(Co-ordinator) ISTM is accessible on phone No. 26185316 (O).

  
( **Vidyadhar Jha** )

Under Secretary to Government of India

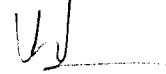
Tele. : 24624046

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 17<sup>th</sup> June, 2011. It is requested that a list of officers who report for training on **24<sup>th</sup> October, 2011** may please be furnished to this Department next day positively.
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi for information.
4. CSI(S) Section, DOP&T, LN Bhawan, New Delhi
5. Guard File.
6. Web site of this Department ([www.persmin.nic.in](http://www.persmin.nic.in)<CS Division<CSS<Training Circulars<Assistants.)



( **Vidyadhar Jha** )

Under Secretary to Government of India  
Tele. : 24624046

**Annexure I****Training Programme for untrained adhoc Section Officers to be held at ISTM  
(24/10/2011 to 04/11/2011) Batch II**

Sl. No.	Asst. SL Yr.	Name (S/Shri/Smt/Ms)	D.O.B.	Ministry/Department
1	1998	Nirmal Das	01.07.1957	UPSC
2	1998	Veena Singh	24.07.1956	UPSC
3	1998	Raj Pal Kain	24.07.1957	UPSC
4	1998	Asghar Ali	10.08.1978	UPSC
5	1998	Hari Ram Meena	01.07.1962	UPSC
6	1995	Jaydip Kr, Chaudhary	15.07.1973	Home Affairs
7	1995	Prabir Kumar Malik	01.01.1968	Home Affairs
8	1995	Krishan Jaluthria	12.08.1953	Home Affairs
9	1995	Tara chand	12.12.1954	Home Affairs
10	1995	Sanjay Kumar	04.06.1973	Information & Broadcasting
11	1995	V. R. Nandanwar	28.12.1960	Information & Broadcasting
12	1995	T. C. Nipane	12.12.1960	Information & Broadcasting
13	1995	V. C. Tripathi	26.07.1954	Labour & Employment
14	1995	Vinod Kumar	08.08.1969	Labour & Employment
15	1995	Yogendra Vithal Randive	30.04.1971	Labour & Employment
16	1995	Jamna Dass	01.04.1957	Labour & Employment
17	1995	Pushpa Minj	05.06.1960	Mines
18	1995	Nargis Vohra	17.08.1955	DoP&T
19	1995	Harjit Kaur	03.09.1953	DoP&T
20	1995	Alima Tirkey	02.06.1961	DoP&T
21	1995	R. S. Meena	08.01.1962	DoP&T
22	1995	Ashok Kumar	24.01.1956	Posts
23	1995	Mahabir Singh	10.02.1957	Rural Development
24	1995	Jnanatosh Roy	01.06.1967	Rural Development
25	1995	K. K. Mushahary	01.03.1969	Rural Development
26		S. Dasgupta		Rural Development
27	1995	Amit Kumar Rawat	18.04.1972	Science & Technology
28		Jaswant Kaur	01.06.1957	Science & Technology
29		Rameshwar	07.05.1957	Science & Technology
30		Manju Verma		Higher Education
31	1995	Nutan Topno	26.11.1972	Supply
32	1995	Kumar Sanjeet	01.07.1971	Urban Development
33	1995	Nitai Kumar Saha	11.11.1968	Urban Development
34	1995	Shish Pal	02.07.1955	Urban Development
35	1995	S. L. Prasad	02.01.1954	Urban Development
36	1995	Sat Narain	03.02.1954	Water Resources
37	1995	Jaipal Singh	31.07.1954	Water Resources
38	1995	L R Meena	10.05.1962	Water Resources
39		Ram Singh		Minority Affairs
40	1995	M. Rahamtullah	11.01.1954	Urban Development

**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. \_\_\_\_\_