

F.No.7//11/2016-CS.I(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi,
Dated the 2nd September, 2016

OFFICE MEMORANDUM

02 SEP 2016

Subject: Nomination of candidates appointed for the post of Assistant Section Officer (ASO) for the mandatory foundational training in ISTM from 19.09.2016

The undersigned is directed to say that the first batch of Assistant Section Officer Direct Recruit – Foundational Training of the successful candidates of CGLE, 2015 is scheduled to be commenced from 19.09.2016 to 02.12.2016 at ISTM, New Delhi.

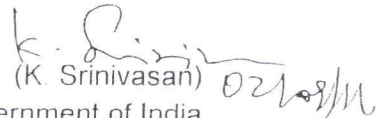
2. There are some candidates of earlier recruitment years who have not attended/ completed the mandatory training earlier. Therefore, the following candidates of CGLE, 2011 to 2014 are renominated for the mandatory training to be held on 19.09.2016 at ISTM, New Delhi.

Sl.No.	Name(S/Shri/Ms.)	Rank No.	Presently posted (Ministry/Department)
1.	Vishnu S. Nair	3295/2011	DoPT
2.	Smt. Anju Rani Naranag	2103/2012	Agriculture & Co-operation
3.	Punit Chaturvedi	1678/2013	ISTM
4.	Ms. Preeti	959/2013	Skill Development & Ent.
5.	Ms. Monika Goswami	3186/2013	Skill Development & Ent.
6.	Naveen Verma	4848/2014	DoPT

3. All the above nominated candidates are requested to report Shri Praveen Prakash Ambashta, Deputy Director, Institute of Secretariat Training & Management (Room No. 216, Administrative Block), JNU Old Campus, New Delhi – 110 067 **at 9.00 A.M on 15.09.2016.**

4. The concerned Ministry/Department where the above ASOs are presently working is requested to relieve the officer with the direction to report ISTM, New Delhi as per above schedule to attend the mandatory training.

Yours faithfully,


(K. Srinivasan)

Under Secretary to the Government of India
Tel.No. 24642705

Copy to:

- (i) Department of Personnel & Training (Under Secretary, Admn.), North Block, New Delhi.

- (ii) Ministry of Skill Development & Entrepreneurship, (Under Secretary, Admn.),
2nd Floor, Annexe Building, Shivaji Stadium, Shaheed Bhagat Singh Marg,
Cannaught Place, New Delhi – 110001
- (iii) Ministry of Agriculture & Co-operation, (Under Secretary, Admn.), Krishi
Bhawan, New Delhi.
- (iv) The Director, Institute of Secretariat Training & Management (ISTM),
Administrative Block, JNU Campus (Old), New Delhi – 110 067

K. L. L. L.
02/08/16

