

No. 8/4/2020-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi
Dated the 5th October, 2020

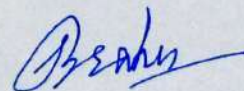
OFFICE MEMORANDUM

Subject: ONLINE Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 12/10/2020 to 13/11/2020 (95th Batch).

The undersigned is directed to inform that Officers whose names are given in **Annexure I**, have been nominated to participate in the mandatory Level 'B' Training Programme being conducted by ISTM w.e.f. **12/10/2020 to 13/11/2020**. The training will be conducted online by ISTM and the participants are not required to visit ISTM in person for the same. The online training will be accessible through mobile or laptop/desktop as per the convenience of the participant.

2. The training of the officers and its successful completion is mandatory as per DOP&T Notification G.S.R.483(E) dated 12th July 2013. The performance of the officers in the training will be evaluated and the reports added in their APARs while considering their promotion. No request for withdrawal/exemption either from the Ministry/Department or the officer concerned shall be entertained except on the grounds indicated in DOP&T OM No.T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016. The officials who do not attend or successfully complete the Level 'B' training programme, will be liable to debarment and denial of promotion as envisaged in the above O.M. The provisions of 0065emption from the training mentioned in the above O.M. are reproduced below:

- (i) All phases of the Mandatory Cadre Training / In-Service Training Programme shall be attended by all officers in the first chance when it falls due. CSS officer/official will be given a maximum of two chances to complete each level of the mandatory Cadre Training Programme available to them.
- (ii) Postponement of participation from the **first chance to second chance** would be allowed only with the prior approval of DoPT. However, such approval for postponement of participation does not entitle the officer to obtain the respective promotion/grade/increment in relaxation of the Rules. It is reiterated that the officer will be entitled for the respective promotion/grade/increment only after he/she successfully completes the respective cadre training programme for CSS.
- (iii) Postponement of participation from the **First chance to Second chance** would be allowed by DoPT only in the case of rare and extraordinary circumstances, which are defined as under:
 - (a) Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' or nominated by DoP&T.
 - (b) Medical reasons of self or immediate family members, i.e., the officer himself/herself, his/her parents, spouse, children of the officer and parents-in-law of the Officer.
 - (c) Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
 - (d) Child care leave approved by competent authority.
 - (e) Marriage of self/the children.
 - (f) Officers on Election duty.
- (iv) CSS Officer deputed by Government of India to a foreign assignment may be permitted to attend the mandatory training on return from such assignment for promotion to next grade.



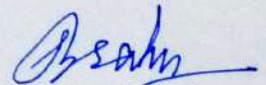
- (v) Officers of CSS cadre who have less than two years of service left for superannuation as on 1st July of the financial year in which the training is actually conducted, would be exempted from mandatory training.
- (vi) The officers who do not attend the mandatory training programmes even after two nominations of CS Division, shall be debarred for future training programmes under the Cadre Training Plan.
- (vii) Failure to attend any level of the mandatory training Programme in the 'two-chance window' provided would mandatorily attract the consequences laid down in the rules and guidelines relating to CSS services, with no exception.
- (viii) In addition, administrative action may be taken to deny grant of promotion to such debarred officers.
- (ix) In the case of officers leaving the training, in between the programme, other than on medical grounds, the entire cost of training shall be recovered from such officer for non-completion of training.
- (x) **Authority empowered to permit postponement:** The cases relating to postponement will be handled by CS Division of DOPT. The postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division). No postponement may be permissible beyond 2nd chance. In exceptional cases, Secretary (P) can give permission beyond 2nd chance if the officer is not able to attend the training on a case to case basis.
- (xi) The officer nominated for training shall be relieved for training by the respective Ministries/Departments/Organisations as it is mandatory, unless exemption is granted as applicable under rules by DOPT.
- (xii) The officers who have been nominated by CS Division of DOPT under 2nd chance shall attend the training compulsorily and would be deemed to have been relieved for the purpose by the respective Ministries/Department.

3. Henceforth, all CSS officers, will get a maximum of two nomination chances to complete the mandatory trainings at various levels. The second nomination will be considered only under the circumstances mentioned in para 2 (iii) above.

4. The online Level B training does not involve any study tour. Hence, no TA/DA shall be admissible to any participant.

5. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The link is <http://www.istm.gov.in/lms/registration>. Confirmation with regard to the participation of the officers (after updating officers' particulars online on CMS) may please be sent to Course Director of ISTM. Shri Yogesh Dwivedi, Deputy Director, Telephone: 26737518 (O) Mob.9968305763.

6. The nominated officers may please be relieved of their duties and advised to contact the above Course Directors of ISTM for further details regarding online link etc. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.



(P. Bairagi Sahu)

Under Secretary to Government of India
Telephone. : 24624046
Email: pb.sahu@nic.in

To

Joint Secretary(Admn.) of
the concerned Ministries/Departments
New Delhi.

No. 8/4/2020-CS-I (T) dated 5th Oct., 2020

Copy forwarded for information and necessary action :-

1. ISTM **Shri Shri Yogesh Dwivedi, Deputy Director (Course Director)**, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **12th October, 2020** may please be furnished to this Department next day positively.
2. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi, (**Shri Syed Imran Ahmed, DS**).
3. Officer concerned.
4. US, CS-I (A), DOP&T (for information).
5. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
6. Website of this Department (www.persmin.nic.in<DOPT<Central Secretariat< CSS< Training Nomination Circulars<Assistants)


(P. Bairagi Sahu)

Under Secretary to Government of India

**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM
FROM 12/10/2020 TO 13/11/2020 (95th Batch)**

S. No	Year	Name of the candidate (Mr./Mrs./Ms.)	Date of Birth	Ministry/Department
1	2010	Mathews P John*	07-12-1963	Water Resources
2	2010	Neeraj Chadha*	14-10-1968	Commerce
3	2010	Geeta Rani*	01-04-1985	Commerce
4	2010	Neha Dheeman*	12-03-1989	Commerce
5	2010	Binu Sanil*	09-11-1972	MHA
6	2011	Minakshi Kumari*	12-02-1982	UPSC
7	2011	Shashi Prabha Gupta*	13-07-1987	UPSC
8	2011	Shakti Singh*	30-07-1990	Health & Family Welfare
9	2011	Malika Taneja*	18-10-1987	CAB SEC. (RB)
10	2011	Rajesh Kumar*	20-02-1985	W&CD
11	2011	Sunil Kumar*	28-07-1977	Agriculture
12	2011	Aashish Kumar*	25-12-1981	I&B
13	2011	Chandan Kumar*	20-07-1985	PMO
14	2011	Pinaki Tahabildar*	04-01-1987	Heavy Industries
15	2011	Pradeep Kumar Sharma*	16-07-1979	Social Justice & Empowerment
16	2011	Naina Vaish*	09-10-1988	Mines
17	2011	Amit Kumar	10-06-1984	Urban Development
18	2011	Bijendra Singh	20-11-1982	Commerce
19	2011	Shokeen Khan	04-08-1982	Commerce
20	2011	Ravi Shankar	17-01-1985	Textiles
21	2011	Ugrasen Kumar	18-01-1986	PMO
22	2011	Anshu mala	25-12-1985	I&B
23	2011	Subhash chutia	01-05-1981	H & UA
24	2011	Sweta Kumari	20-12-1983	Personnel & Training
25	2011	Mukesh Maurya	18-12-1982	Water Resources
26	2011	Ramji Lal Jangir	13-08-1985	Personnel & Training
27	2011	Md. Assgar Hussain	10-11-1983	Telecommunication
28	2011	Sudhir Kumar	01-03-1983	Home Affairs
29	2011	Prem bahadur	03-02-1985	IP&P
30	2011	Brajesh Kumar	26-03-1978	Personnel & Training
31	2011	Vinod Kumar Rawat	06-05-1989	Home Affairs
32	2011	Mohammad Israil	08-03-1988	Agriculture
33	2011	Sweta	02-05-1986	Civil Aviation
34	2011	Pratibha Rahi	21-09-1985	Expenditure
35	2011	Kulwinder Singh	27-02-1988	DGLB, Chandigarh (Labour)
36	2011	Virender Kumar	27-02-1986	Skill Development
37	2011	Bharat Indora	25-01-1984	Personnel & Training
38	2011	Ravi Kant	11-05-1986	Posts
39	2011	Kapgoulian Vualzong	12-03-1989	I&B
40	2011	Ashvin Verma	30-01-1985	Rural Development
41	2011	Sudesh Taak	10-12-1977	Secondary & Hr. Education
42	2011	Debjyoti Biswas	28-06-1979	Personnel & Training
43	2011	Vishakha Gautam	30-12-1983	Rural Development
44	2011	Seeta Rani	10-07-1987	Water Resources
45	2011	Naresh	22-03-1977	Home Affairs (NDMA)
46	2011	Akansa	14-05-1988	UPSC

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47	2011	Mukesh Kumar Meena	05-08-1985	I&B
48	2011	Dharmendar Kumar	08-08-1988	Posts
49	2011	K. Ravindra Kumar Ramni	04-08-1987	Telecommunication
50	2011	Deepti Singh	27-11-1982	Water Resources

*** Second & Final Nomination**

Note

1. DoPT vide its OM No. T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016 has issued Revised Training Policy for Central Secretariat (CSS). A major shift from the earlier policy has been notified in the revised policy wherein the maximum no. of chances for mandatory training at various levels of CSS has been reduced from 3 to 2. Therefore, from now onwards the maximum chances allowed will be two.
2. However, those who had exhausted their 2 chances prior to issuance of the revised policy may be allowed 3 chances.
3. The ASOs who have qualified SO LDCE for any year may not be relieved to attend the Level-B Training Programme.

