

Immediate

No. 8/2/2021-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 23rd December, 2021

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 03/01/2022 to 04/02/2022 (118th Batch).

The undersigned is directed to inform that Officers whose names are given in **Annexure** have been nominated to participate in the mandatory Level 'B' Training Programme being conducted by ISTM w.e.f. 03/01/2022 to 04/02/2022. 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 exemption 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.



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- (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.

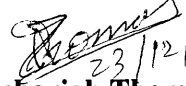
5. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The link is <http://www.istm.gov.in/lms/registration>.

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. **Sh. Agam Aggarwal, Deputy Director (Course Director)**, (agam.aggarwal.nic.in) Phone No. 26737603, M. No. 9810957831.



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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.


23/12/21

(Zachariah Thomas)

Under Secretary to Government of India

Telephone. : 24624046

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To

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

Copy forwarded for information and necessary action to :-

1. Director, ISTM, Admn. Block, Old JNU Campus, New Delhi
2. **Sh. Agam Aggarwal, Deputy Director (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **03rd January, 2022** may please be furnished to this Department next day positively. **Further, it is requested to kindly indicate DoB/ Rank in the participation list and results list to facilitate to easy identification of the candidates.**
3. Training Division, Deptt. of Personnel & Training, Old JNU Campus, New Delhi, (**Shri Syed Imran Ahmed, DS**).
4. Officer concerned.
5. US, CS-I (A), DOP&T (for information).
6. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
7. Website of this Department (www.persmin.nic.in<DOPT<Central Secretariat< CSS< Training Nomination Circulars<Assistants)

Annexure-I

**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
03/01/2022 TO 04/02/2022 (118th Batch)**

S.No.	Year	Name	Date of Birth	Rank	Ministry
1	2011	Rohit Kumar*	08-10-1983	-	Personnel & Training
2	2013	Triveni Choudhury*	14-08-1986	579	Labour & Employment
3	2013	Praneeta Dhoundiyal*	02-02-1992	1319	Petroleum & Natural Gas
4	2013	Prerna Gupta (Singhal)*	06-02-1988	2286	Health & Family Welfare
5	2013	Rashmi*	08-07-1991	2403	NMC (Health & F W)
6	2013	Praveen Kumar – III*	06-08-1987	2994	DPIIT
7	2013	Abhishek Sahgal*	03-01-1992	3103	Social Justice & Empowerment
8	2013	Arun Kumar Maurya*	18-03-1989	3198	Civil Aviation
9	2013	Vishvender Yadav*	09-01-1991	3389	Home Affairs
10	2013	Bharati Vivekanand Mondal*	15-04-1986	3444	Civil Aviation
11	2013	Sunil Kumar Verma*	07-08-1988	3532	Education
12	2013	Saween Kumar*	19-07-1986	3540	Defence
13	2013	Anupam Raja*	02-04-1989	3566	Civil Aviation
14	2013	Gaurav Sharma – I*	14-06-1990	3703	Food & Public Distribution
15	2013	Bhupesh Kumar Saini*	01-05-1992	3707	Defence
16	2013	Rahul Saini*	18-12-1990	3708	DPIIT
17	2013	Harsh Yadav*	28-08-1989	3721	PMO
18	2013	Shiv Singh Mangawa	26-01-1990	3743	Home Affairs
19	2013	Sanwar Mal Yadav	10-07-1992	3744	Education
20	2013	Sandeep Gupta	08-01-1987	3747	Jal Shakti
21	2013	Vishal Hembram	05-07-1990	3752	Science and Technology
22	2013	Vikram	11-04-1989	3757	Tribal Affairs
23	2013	Mritunjay Kumar	27-02-1991	3761	Information & Broadcasting
24	2013	Navneet Yadav	10-02-1990	3763	Jal Shakti
25	2013	Debika Kundu	20-09-1990	3764	Telecommunications
26	2013	Sandeep Maan	01-06-1991	3781	Law and Justice
27	2013	Rizwan Ahmed	15-12-1984	3782	Food & Public Distribution
28	2013	Anshu Kumar Barnwal	02-02-1990	3783	Jal Shakti
29	2013	Roshni Kumari	03-02-1991	3784	Education
30	2013	Deepak Gopal	18-02-1984	3785	Defence
31	2013	Amit Gaurav	21-06-1989	3786	Home Affairs
32	2013	Harpreet Singh	17-01-1991	3787	PMO
33	2013	Deepak Kumar - IV	15-10-1987	3792	Home Affairs
34	2013	Amarnath Kumar	26-02-1985	3793	Environment & Forests
35	2013	Avinash Yadav	22-06-1989	3794	Home Affairs
36	2013	Mukesh Kumar Yadav	07-10-1988	3795	Tribal Affairs
37	2013	Shashi Kant Gupta	19-07-1987	3796	Telecommunications
38	2013	Shailender Kumar	11-11-1986	3797	Promotion of Industrial & Internal Trade
39	2013	Bhunesh Saini	25-06-1987	3798	Defence
40	2013	Saurabh Chandra	15-09-1990	3801	Food & Public Distribution
41	2013	Manish Khorwal	07-08-1986	3806	Power
42	2013	Akash Kumar	26-02-1991	3812	Home Affairs
43	2013	Amit Kumar - II	26-11-1985	3814	Personnel & Training
44	2013	Pawan Kumar Bhati	15-02-1983	3816	Social Justice & Empowerment
45	2013	Sanjay Kumar	30-11-1985	3817	MoSPI

46	2013	Pawan Kumar - II	03-08-1990	3819	Education
47	2013	Pandian T	16-03-1987	3821	Environment & Forests
48	2013	Paritosh Yadav	20-07-1986	3822	Home Affairs
49	2013	Amod Kumar	10-10-1989	3824	Jal Shakti
50	2013	Nishant	04-08-1990	3826	Defence
51	2013	Ajeet Kumar	01-04-1989	3827	Jal Shakti
52	2013	Sandeep - IV	07-08-1991	3829	PMO
53	2013	Kuldeep Singh Nagar	25-09-1988	3830	Jal Shakti
54	2013	Ravinder Yadav	26-01-1986	3831	Rural Development
55	2013	Sonu Kumar - I	15-08-1991	3832	Food Processing Industries
56	2013	Deepak Kumar Jaiswal	22-02-1991	3833	PMO
57	2013	Abdul Rashid T K	20-05-1989	3834	Housing & Urban Affairs
58	2013	Sachin Kumar - I	22-06-1989	3835	Jal Shakti
59	2013	Ashish Kumar - III	14-11-1992	3836	Defence
60	2013	Sandeep - III	10-12-1990	3838	Home Affairs
61	2013	Tarun Kumar - II	13-12-1990	3840	Home Affairs
62	2013	Vivek Verma	11-06-1990	3842	Jal Shakti
63	2013	Ajay Kumar - VI	04-02-1981	3843	DPIIT
64	2013	Amit Kumar Sahu - I	12-04-1987	3847	Defence
65	2013	Prateek Bhuria	17-10-1990	3848	Fertilizers
66	2013	Geela Ram	28-02-1990	3849	Personnel & Training
67	2013	Ashutosh Dhabai	29-05-1988	3850	Defence
68	2013	Sandip Kumar Nonia	15-06-1990	3852	Education
69	2013	Anand Priya Kushwaha	10-03-1984	3853	Defence
70	2013	Bharat Bhushan	22-12-1989	3854	Science and Technology

***These re-nominated officers shall attend the training compulsorily and would be deemed to have been relieved for the purpose, as this is their final opportunity to avail the mandatory training required for being eligible for next promotion.**

