

**No. 8/3/2021-CS-I (T)**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**Department of Personnel & Training**  
**(CS-I Division)**

**Lok Nayak Bhavan, New Delhi - 110003**

**Dated the 21<sup>st</sup> December, 2021**

**OFFICE MEMORANDUM**

**Subject: Level 'D' Training programme at ISTM for Section Officers (SOs) of CSS for promotion to Under Secretary Grade from 03/01/2022 to 11/02/2022 (99<sup>th</sup> Batch)**

The undersigned is directed to inform that the officers whose names are given in the **Annexure** have been nominated to participate in the mandatory Level 'D' Training Programme being conducted by ISTM w.e.f. **03/01/2022 to 11/02/2022**. The training will be conducted in mixed offline/online mode at ISTM, besides 2 weeks of virtual state attachment in online mode and the participants will be required to visit ISTM in person on a few days, as informed by ISTM. The online part of 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 CSS Regulations, 2010/2013. 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 4<sup>th</sup> July, 2016. The officials who do not attend or successfully complete the Level 'D' 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 officers 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 1<sup>st</sup> 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 2<sup>nd</sup> chance. In exceptional cases, Secretary (P) can give permission beyond 2<sup>nd</sup> 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 2<sup>nd</sup> 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.

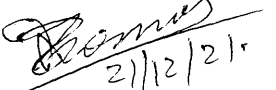
4. The aforesaid training programme includes State Attachment in virtual mode, as informed by ISTM. Officers nominated in **Annexure I** are advised to draw an advance of Rs.20,000/- (Rupees Twenty Thousand Only ) from their respective Ministry/Department, towards meeting the expenditure of the training towards State Attachment in virtual mode. This amount may please be sanctioned in the name of nominated officers and the same will be collected by ISTM from the participating officers.

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. Moley Sanyal, Deputy Secretary**, Phone No. 26737602, M. No. 9810961492 (moley-sanyal@nic.in).

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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.

  
21/12/21

**(Zachariah Thomas)**

Under Secretary to Government of India

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To

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

Copy forwarded for information and necessary action to : -

1. The Director, ISTM, Admn. Block, Old JNU Campus, Ber Sarai, New Delhi
2. **Sh. Moley Sanyal, Deputy Secretary, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. *The list of officers, who report for training on 3<sup>rd</sup> January, 2022 may please be furnished to this Department next day positively. Further, it is requested to kindly indicate DoB/ SL No 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 (Through DoPT Web-site).
5. US, CS-I (U), 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](http://www.persmin.nic.in)<DOPT<CentralSecretariat<CSS< Training Nomination Circulars<Section Officers)

**99<sup>th</sup> LEVEL D ONLINE TRAINING PROGRAMME TO BE HELD BY ISTM  
(03.01.2022 to 11.02.2022)**

Sl.No	Year	Name of the officer	DoB	Min/Dept
1.	2012	Kumar Shailendra*	15-Jan-77	Financial Services
2.	2012	Surya Prakash*	10-Jan-77	DOPT
3.	2012	Subodh Kumar Pankaj*	24-Oct-78	Agriculture
4.	2012	Nilesh Chandra Srivastava*	25-Jan-83	DOPT
5.	2012	Anuj Dixit*	14-Apr-81	I&B
6.	2012	Rupesh Kumar*	26-Nov-79	DOPT
7.	2012	Santosh Prasad*	2-Aug-80	DPIIT
8.	2012	Shiv Ram Meena*	10-May-81	I&B
9.	2012	Ashok Kumar*	22-Jun-82	DOPT
10.	2012	Meenakshi Sharma*	2-Feb-66	Civil Aviation
11.	2012	Santosh Kumar Bhargava*	10-Feb-81	MHA
12.	2012	Rajesh Kumar*	20-Dec-70	DOPT
13.	2012	Binod Kumar*	20-Mar-77	MHA
14.	2012	Satish Srivastava*	14-Aug-80	MHA
15.	2012	Rajeev Kumar Khare*	26-Sep-79	DOPT
16.	2012	Vikram Kumar Yadav*	2-May-81	Fertilizers
17.	2009	Vinod Kumar	7-Sep-69	Environment & Forest
18.	2012	Vinod Samant	5-Jul-68	Housing & UA
19.	2012	Ak Singh	29-Sep-64	Agriculture
20.	2012	Vasant Chintaman Burde	14-Mar-68	Environment & Forests
21.	2012	Mathias Tuti	10-Jan-68	Defence
22.	2012	Mool Chand Meena	18-Mar-64	Fertilizers
23.	2012	Mukesh Chand Meena	4-May-80	DOPT
24.	2012	Prakash Shalikram Mundharikar	20-Jul-69	Mines
25.	2012	Kamkhansing	1-Mar-68	Agriculture
26.	2012	D.D. Nimje	29-Jun-68	Housing & UA
27.	2012	D.N. Mahto	15-Jun-67	Minority Affairs
28.	2012	V.S. Bara	17-Aug-64	Culture
29.	2012	Xavier Minj	22-Jun-65	Science & Technology/Biotechnology
30.	2012	Ram Kumar	6-Jul-66	Housing & UA
31.	2012	Dahlia Vashum	5-Apr-65	Civil Aviation
32.	2012	Deonisia Ekka	5-Jan-67	Expenditure
33.	2012	W.J. Bobade	3-Jul-67	Defence
34.	2012	Ria Sinha	13-Jun-67	Labour
35.	2012	Shankar Bhai Fera	31-May-68	Expenditure
36.	2012	Patric Xalxo	6-Jan-64	AYUSH
37.	2013	Inder Mohan	31-May-82	MHA
38.	2013	Ramesh Yadav	7-Sep-85	PMO
39.	2013	Sandeep Gahlot	29-Mar-84	Expenditure
40.	2013	Ashish Batham	16-Nov-82	Civil Aviation
41.	2013	Mohd Tuseef Hussain	6-Jan-82	Shipping
42.	2013	Parvesh Kumar	23-Feb-84	PMO
43.	2013	Vijay Kumar	10-Dec-79	Health & FW
44.	2013	Arun Kumar	1-May-82	PMO
45.	2013	Rakesh Kumar	25-Aug-83	Civil Aviation
46.	2013	Neeti	9-Jul-82	MHA
47.	2013	Manoj Kumar Singh	18-Mar-82	Shipping
48.	2013	Amrita Walia	24-Nov-83	DOPT
49.	2013	Manoj Kumar Upadhyay	1-Nov-83	Health & FW
50.	2013	Nabhlakshmi Jain Gangh	8-Oct-86	DOPT
51.	2013	Ram Lakhan	1-Jan-81	DOPT
52.	2013	Sachin Mishra	7-Jan-87	Petroleum
53.	2013	Anant Kumar	5-Feb-83	MHA
54.	2013	Saket Kumar Sinha	1-Jan-76	UPSC
55.	2013	Rahul Kumar	7-Aug-86	Food & PD
56.	2014	Pradip B. Hedao*	30-Aug-66	DOPT
57.	2014	Surendra Yadav*	05-Nov-79	Youth Affairs
58.	2014	Rajeev Ranjan Kushwaha	05-Nov-73	DoPT/ Lokpal
59.	2014	Shambhu Nath Gupta	14-Nov-81	Water resources
60.	2014	Sushil Kumar	05-Jun-76	WCD

\*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.

*Kamesh*