

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 25th October, 2021


OFFICE MEMORANDUM

Subject: Level 'D' Training programme at ISTM for Section Officers (SOs) of CSS for promotion to Under Secretary Grade from 08/11/2021 to 17/12/2021 (96th Batch)

The undersigned is directed to inform that the officers whose names are given in **Annexure I** have been nominated to participate in the mandatory Level 'D' Training Programme being conducted by ISTM w.e.f. 08/11/2021 to 17/12/2021. 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 4th 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 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 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. B. Dhanesh, Joint Director**, Phone No. 26737616, M. No. 9868273413 (b.dhanesh@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.



(Zachariah Thomas)

Under Secretary to Government of India

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Email: zachariahthomas.edu@nic.in

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. B. Dhanesh, Joint Director, (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. *The list of officers, who report for training on 08th November, 2021 may please be furnished to this Department next day positively. Further, it is requested to kindly indicate DoB/ CSL 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-1 (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<DOPT<CentralSecretariat<CSS< Training Nomination Circulars<Section Officers)

**96th LEVEL D ONLINE TRAINING PROGRAMME TO BE HELD BY ISTM
(08.11.2021 to 17.12.2021)**

Sl.No	Year	Name of the officer	DoB	Min/Dept
1.	2011	Vinesh Kumar*	20-Sep-72	DOPT/SSC
2.	2012	Chandan Kumar*	5-Jul-76	Agriculture
3.	2012	Nirmala Devi Goel*	19-Mar-65	Fertilizers
4.	2012	Suresh Kumar V K*	28-May-64	Commerce
5.	2012	Prashant Gupta*	21-Jul-83	Expenditure/DEA
6.	2012	Deepak Sharma *	13-Dec-84	DOPT
7.	2012	Gautam Kumar*	7-May-80	Defence
8.	2012	Sujit Kumar Mishra*	5-Feb-82	H&UA
9.	2012	Sandeep Kumar*	15-Dec-80	Health & FW
10.	2012	Arun Kumar Singh*	16-May-79	Agriculture
11.	2012	Prem Kumar Mandal*	2-Feb-75	DOPT
12.	2012	Lahawar Ram	21-Sep-79	Food & PD
13.	2012	Ranjeet Kumar Sudhanshu	12-Aug-78	DOPT
14.	2012	Vikram Singh Negi	13-Oct-72	Labour
15.	2012	Bhawani Shankar Kothari	25-Jul-71	AYUSH
16.	2012	Udham Singh	16-Jan-78	Housing & UA
17.	2012	Bhoopendra Singh Bisht	7-Jul-81	Culture
18.	2012	Prasenjit Bose	7-Sep-81	DOPT/ SSC Kolkatta
19.	2012	Ajay Lawania	31-Aug-81	DOPT
20.	2012	Amit Kumar	15-Sep-84	DOPT
21.	2012	Dhananjay Sharma	24-Apr-80	Civil Aviation
22.	2012	Anil Kumar Sharma	24-Jan-74	Health & FW
23.	2012	Abdul Gufran	25-Mar-80	DOPT
24.	2012	Santosh Kumar Agarwal	23-Oct-74	Expenditure/DEA
25.	2012	Subodh Verma	2-Jun-81	DOPT
26.	2012	Pappunjay Kumar	12-Dec-80	Culture
27.	2012	Santosh Kumar	5-Aug-80	I&B (On dep)
28.	2012	Vikash Kumar	10-Oct-84	MHA
29.	2012	Ram Charan Meena	15-Jun-79	Fertilizers
30.	2012	Radhey Shyam Verma	1-Aug-80	MHA
31.	2012	Anugrahit Toppo	22-Jan-65	Labour
32.	2012	Jaivir Singh	10-Jul-68	Food & PD
33.	2012	Pawan Kumar	16-Jul-76	MHA
34.	2012	Ajay Paul	21-Mar-71	Defence
35.	2012	Gautam Kumar	5-Jan-82	DOPT
36.	2012	Anuj Dixit	14-Apr-81	I&B
37.	2012	Ajay Kumar Singh	2-Feb-81	Food & PD
38.	2012	Yad Ram Meena	4-Dec-78	Expenditure/Revenue
39.	2012	Abhiram Kumar	6-Feb-79	Water Resources
40.	2012	Anil Kumar Choubey	5-Jan-82	MHA (Cab Sectt)
41.	2012	Umesh Shankar Prasad	12-Feb-82	Expenditure
42.	2012	Anadi Sharma	22-Dec-73	Shipping
43.	2012	Santosh Kumar Gaund	15-Aug-83	I&B
44.	2012	Kumar Shyamal Parthsarathi	5-Feb-78	Panchayati Raj
45.	2012	Akhilesh Kumar Roy	4-Dec-76	UPSC
46.	2012	Dharm Bir Kumar Singh	1-Jan-80	Education
47.	2012	Rajeev Kumar Khare	26-Sep-79	DOPT
48.	2012	Ashutosh Misra	6-Feb-80	Expenditure (On dep)
49.	2012	Satya Prakash	15-Oct-79	Environment & Forests
50.	2012	Mahesh Chandra	2-Jul-74	Housing & UA
51.	2012	Surya Pratap Singh	5-Dec-71	Civil Aviation
52.	2012	Prabhat Nigam	4-Apr-82	MHA
53.	2012	Rajendra Kumar Sahu	15-Dec-77	Water Resources
54.	2012	Kapil Kumar	1-Apr-65	Petroleum
55.	2012	Ganesh Kumar	30-Nov-81	Health & FW
56.	2014	Chandra Shekhar Singh	08-Dec-83	MHA/PMO

57.	2014	Atul Kumar Pandey	14-Apr-79	Commerce
58.	2014	Surendra Yadav	05-Nov-79	Youth Affairs
59.	2014	Seema Srivastava	23-Aug-84	MNRE
60.	2014	Ankit Srivastava	16-May-80	Social Justice

***These renominated 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.**

