

Most Immediate

08/03/2012-CSI(Trg)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi

Dated the 18th May, 2012

OFFICE MEMORANDUM

**Subject : Level 'B' Training Programme at the ISTM for Assistants of the CSS
for the period from 18/06/2012 to 20/07/2012.**

The undersigned is directed to inform that Assistants whose names are given in **Annexure I**, have been nominated for the Level 'B' Training Programme being conducted by ISTM w.e.f. **18/06/2012 to 20/07/2012**. It is requested that these officers may be relieved of their duties, subject to vigilance clearance and advised to report to Shri Deepak K. Bist, Deputy Director & Course Co-ordinator, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9 A.M. on 18th June, 2012**.

2. **The performance of the officials in the training will be evaluated and the reports may be added in their APARs to be considered for their next promotion.** No request for withdrawal of nomination either from the Ministry/Department or the officer concerned shall be entertained by this Department or the Institute. As the training of the officials and successful completion is necessary for promotion, the Cadre Units are requested to ensure that the officials nominated to the above programme are relieved in time. **Those who are promoted as Section Officers on the basis of SO LDCE results are exempted from undergoing this training.**

3. The aforesaid training includes study tour and officers nominated above may be advised to draw necessary TA/DA advance of **Rs.20,000/-** each from their respective Ministry/Department. This amount may be released in **Cash** only.

4. Confirmation with regard to the participation of the officers along with their respective bio-data(**Annexure-II**) may be sent by **30-05-2012** to Shri Ranjan Kumar, Deputy Director & Course Co-ordinator, ISTM, New Delhi, with a copy to the undersigned. Shri Ranjan Kumar, Deputy Director & Course Co-ordinator, ISTM, is accessible on Phone No. 26175590 (O).



(**Vidyadhar Jha**)

Under Secretary to Government of India

Tele. : 24624046

To

Min/Dept.of
Joint Secretary(Admn.)
New Delhi.

Copy forwarded to :-

1. ISTM, (Sh. K. Govindarajulu, Joint Director(BT/Coord), Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their OM No. A-33090/01/2005-ISTM(Coord) dated 19th March, 2012. **ER Sheets of the participants may also be got filled up, as requested vide DOP&T Letter No.21/36/2006-CS.I(C) dated 2nd July 2009.**
2. ISTM (Shri Ranjan Kumar, Deputy Director & Course Co-ordinator), Administrative Block, Old JNU Campus, New Delhi-110067. **It is requested that a list of officers who report for training on 18th June, 2012 may please be furnished to this Department next day positively.**
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
4. US(SK)/CS.I (Kindly verify the training status before considering promotion)
5. Guard File
6. Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat>**CSS/Training Nomination Circulars/Assistant**)



(Vidyadhar Jha)

Under Secretary to Government of India

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Annexure I**Level 'B' Cadre Training Programme at ISTM for CSS Assistants
(18/06/2012 to 20/07/2012)**

S. No	NAME OF THE OFFICER Sh./Smt./Ms.	D.O.B.	CADRE WHERE WORKING Ministry/Department
1	Neelam Bhatia	22-05-1956	Health & FW
2	R.K. Choudhury	05-05-1961	Education
3	Suman Joshi	24-03-1960	Labour
4	K.K. Saxena	11-09-1955	I&B
5	V. Gangadharan	10-11-1956	Water Res.
6	Bharat Bhushan	30-08-1961	Health & FW
7	E.T. Babu	04-01-1957	DOP&T
8	Rajesh Kumar Jain	26-08-1957	Education
9	Vinod Kumar	27-07-1959	Education
10	Veena Pal	08-05-1957	Defence
11	M.S. Rawat	25-10-1956	Education
12	Sneh Kapoor	04-05-1955	Defence
13	S. Bhardwaj	05-08-1961	Defence
14	Valsamma Thomas	20-03-1955	IP&P
15	Neelam Kaushik	05-01-1956	Expenditure
16	Darshan Kumar	07-06-1957	Expenditure
17	P.P.S. Puri	18-02-1957	Posts
18	D.K. Sharma	30-01-1955	Water Res.
19	B.P. Nautiyal	09-02-1962	I&B
20	A.K. Chatterjee	07-06-1957	Civil Aviation
21	C.M. Jaitely	19-04-1956	IP&P
22	U.D. Kalia	08-07-1954	IP&P
23	Sumanta Kumar Behera	12-07-1957	MHA
24	Suhasini Pradhan	16-12-1958	IP&P
25	R. Balakrishnan	10-04-1955	IP&P
26	B.P. Pant	26-06-1961	Posts
27	B. Ramakrishnan	04-03-1961	IP&P
28	P.C. Chamoli	08-09-1957	I&B
29	S.S. Rawat	30-09-1959	I&B
30	K.S. Rawat	29-07-1962	MHA
31	Harikishan Lal	02-03-1957	Labour
32	V.V. George	19-11-1955	Labour
33	P.K. Venugopal Rao	20-05-1957	Power
34	C.K. Malik	17-03-1956	Power
35	N.M. Gupta	25-02-1961	Power
36	Ramesh Chand Belwal	13-02-1958	Power
37	Sunita Chadha	15-01-1956	Power
38	Raju Bagga	27-07-1961	Power
39	Suman Lata Sharma	04-11-1958	Law
40	O.P. Yadav	08-03-1957	I&B

CURRICULAM VITAE

1. Name of the Officer Nominated _____
2. Date of Birth _____
3. Designation & Scale of Pay _____
4. Office in which employed _____

5. Academic Qualification _____

6. Date of joining as Assistant
Select List year _____

7. Whether the nominee is a member
of SC/ST. If yes, please specify Yes/No
SC/ST
8. Previous Training undergone
(a) ISTM _____
(b) Other Training Institute _____
9. (i) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Place of Office, Tele. No. _____
(ii) Residential Address _____
with Tele. No, _____
e-mail, if any. _____