

No. 21/7/2014-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Lok Nayak Bhawan, New Delhi – 110 003.

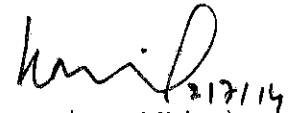
Dated the 2nd July, 2014.

OFFICE MEMORANDUM

Subject:- Level-III Training Programme from 25.08.2014 to 12.09.2014 for PS of CSSS - reg.

The undersigned is directed to say that PSs of CSSS, whose names are given in the Annexure-I to this OM, have been nominated to participate in the Level-III Training Programme being conducted by the ISTM from 25.08.2014 to 12.09.2014. **It may be noted that successful completion of Level-III programme will be essential for promotion to the grade of Principal Private Secretary. It may also be noted that the officials who do not attend the mandatory training programmes even after three documented nominations by this Division, shall be debarred for future training programmes under the Cadre Training Plan.**

2. Therefore, cadre authorities are requested to ensure that the officers nominated to the above training programme are relieved in time.
3. As part of the Training Programme, the participants would be taken on a study tour. In order to meet the expenditure for the study tour, all the administrative Ministries/Departments are required to sanction an advance of Rs. 45,000/-(Rupees forty five thousand only) as T.A. advance for each participant, along with their relieving order.
4. It is requested that these officers may please be relieved of their duties with the direction to report to Shri H. Govind, Deputy Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 25.08.2014.
5. Cadre authorities are also requested to send Curriculum Vitae of each participant, specifically indicating their gender and medium of stenography (English/Hindi) in prescribed proforma given in the Annexure-II, to Shri H. Govind, Deputy Director & Course Coordinator, ISTM, New Delhi.



(Kameshwar Mishra)

Under Secretary to the Govt. of India

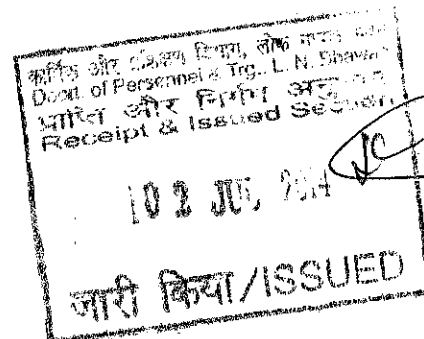
Tel: 24623157

To

Under Secretary (Admn.) of the concerned Cadre Units.



Copy to: Shri H. Govind, Deputy Director & Course Coordinator, ISTM along with a copy of list of Participants.



List of Regular PSs of CSSS who are nominated for Level-III training programme to be held from 25.08.2014 to 12.09.2014.

S. No.	Name Shri/Smt.	Designation	Date of Birth	Cadre Where Working
1.	Kulvinder Singh #	PPS	06/11/1972	I&B
2.	Chanchal Ghosh@	PS	31/03/1958	RT&H
3.	Harcharan Singh@	PS	10/03/1975	Fertilizers
4.	J M P Nath@	PS	31/08/1972	Expenditure
5.	V.S. Bhandari@	PS	06/11/1960	MHA
6.	Mani Kandan Nair@	PS	30/05/1962	MHA
7.	S.Ramakrishnan@	PS	30/01/1966	RT&H
8.	Balachandran K. @	PS	10/05/1963	UPSC
9.	Ajay Wadhwa@	PS	26/04/1977	Expenditure
10.	Valsala M Remesh@	PS	29/05/1970	Commerce
11.	Anil Kumar@	PS	21/05/1967	Corporate Affairs
12.	Deepak Chandra Upreti*	PS	27/08/1974	Environment
13.	Deveshwari Chauhan*	PS	01/07/1964	Telecom
14.	Ajay Rana*	PS	28/02/1975	WCD
15.	Rita Dhiman*	PS	26/11/1971	Power
16.	Surinder Kumar Sharma*	PS	14/05/1970	Expenditure
17.	Gopal Rangra*	PS	10/12/1960	Science & Tech.
18.	Sunil Nawade	PS	29-05-1967	MHA
19.	Ashok Kumar Bhimani	PS	21-04-1966	MHA
20.	Ajay Sareen	PS	13-09-1965	Agriculture
21.	Baby Sachu	PS	09-04-1963	Health & FW
22.	Rakesh Dua	PS	20-06-1972	Expenditure
23.	Ashok Kumar	PS	05-05-1962	Environment
24.	Ramesh Kumar	PS	02-05-1968	Environment
25.	Sunita	PS	18-01-1975	Power
26.	Sanjeev Kumar Srivastav	PS	19-01-1968	I&B
27.	Sanjay Kumar Dobhal	PS	16-02-1963	Commerce
28.	Manoj Pandey	PS	30-06-1973	Agriculture
29.	Rajesh Kumar	PS	24-03-1973	MHA
30.	Manorma Pahwa	PS	04-03-1975	Legal Affairs
31.	Tarun Kumar Bandyopadhyay	PS	04-05-1957	Environment
32.	Bindu Sharma	PS	28-06-1970	RT&H
33.	Neelam Bansal	PS	16-06-1966	I&B
34.	Salig Ram Sharma	PS	20-04-1960	Urban Dev.
35.	Yogesh Kumar	PS	12-02-1958	I&B
36.	Neelam Kumar	PS	07-03-1976	Rural Dev.
37.	Om Prakash	PS	26-11-1959	Expenditure
38.	Veer Sain	PS	08-12-1960	Urban Dev.
39.	IS Kataria	PS	08-12-1963	Fertilizers
40.	Pati Singh	PS	12-02-1956	Health & FW
41.	Surender Singh	PS	15-04-1962	HRD
42.	R.K.Sanduke	PS	21-07-1963	HRD
43.	N.K. Bagri	PS	03-01-1958	Agriculture
44.	Rajeshwari Kumar	PS	26-11-1961	WCD
45.	Kuheli Soren Chaudhary	PS	05-11-1976	Urban Dev.

The promotion of the officer vide OM No. 3/6/2012-CS.II(A) dt. 30.08.2013 was subject to successful completion of level-III training programme within one year.

@ Last nomination as per CTP.

* Being re-nominated.

CURRICULAM VITAE

1. Name of the officer nominated _____
2. Date of Birth _____ Male/Female _____
3. Designation & Scale of Pay _____
4. Office in which employed _____
5. Whether Hindi/English Stenographers _____
6. Academic qualification _____
7. Date of joining as PA _____
Select List Year _____
8. Whether the nominee is a member Yes/No
of SC/ST if yes, please specify SC/ST
9. Previous Training undergone
(i) ISTM _____
(ii) Other Training Institute _____
10. (i) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Office Tel. No. _____
Residential Address _____
Mobile/Tel. No. _____
e-mail _____

Signature