

No. 2/1/2013-CS-II(A)(Pt.)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
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Lok Nayak Bhawan, Khan Market  
New Delhi – 110 003,  
Dated, the 15<sup>th</sup> March, 2016.

**OFFICE MEMORANDUM**

Subject: **Three weeks' Level-IV Training Programme for PPSs of CSSS from 04.04.2016 to 22.04.2016.**

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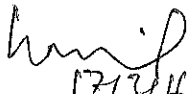
The undersigned is directed to say that PPSs of CSSS whose names are given in the Annexure-I to this O.M, have been nominated to participate in the Level-IV training programme being conducted by ISTM from 04.04.2016 to 22.04.2016.

2. It may be noted that successful completion of Level-IV training programme is mandatory for promotion to the Sr.PPS grade. Cadre authorities are, therefore, 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. The officers nominated for the training programme may be advised to draw necessary TA/DA advance of Rs.45000/-(Rupees forty five thousand only) from their respective Ministry/Department. This amount may be sanctioned in the name of the nominated officers in the form of cash and the same may be collected by ISTM from the participating officers.

4. It is requested that these officers may be relieved of their duties with the direction to report to Shri K. Govindarajulu, Joint Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 04.04.2016.

5. Confirmation with regard to the release of the officers along with curriculum vitae of each participant in the prescribed proforma at Annexure-II be forwarded to Shri K. Govindarajulu, Joint Director & Course Director, ISTM, New Delhi with a copy to the undersigned.

  
17/3/16  
(Kameshwar Mishra)


Under Secretary to the Govt. of India  
Tel: 24623157

To

Director/Deputy Secretary (Admn.) of the Cadre/Ministry (as per list attached).

Copy to:


1. Shri K. Govindarajulu, Joint Director & Course Director, ISTM, New Delhi along with a copy of list of participants.
2. Officer concerned.
3. Training Division, DOP&T, Old JNU Campus, New Delhi.
4. Hindi Unit, DOP&T, North Block, New Delhi.
5. Guard File.

  
17/3/16

**Annexure-I**

S. No.	Name of the Officer (Shri/Smt./Ms.)	Date of Birth	SLY	Cadre Unit where working
1	V.D. Jaswani*	13/11/1962	2010	Health & FW
2	Darshan Kaur	06/05/1969	2010	Power
3	Harinder Singh	29/06/1961	2010	Water Res.
4	Sarala Sivarman	16/03/1963	2010	Agriculture
5	Kruttika Chhabra	21/07/1967	2010	Expenditure
6	Sunny John	31/05/1967	2010	Expenditure
7	Suman Dhingra	12/08/1968	2010	Defence
8	S.K.Padhi	29/04/1963	2010	Legal Affairs
9	Alysum	01/07/1963	2010	I&B
10	M.A.Sattar Khan	24/05/1960	2010	Posts
11	H.K.Chawla	10/04/1964	2010	Expenditure
12	Bajrang Lal	03/02/1963	2010	HRD
13	Lavit Robertson	14/06/1962	2010	Civil Aviation
14	P.K.Dubey	03/07/1963	2010	Civil Aviation
15	C.K.Sasi	31/03/1960	2010	NITI Aayog
16	Sreelatha Sasidharan	08/08/1963	2010	Fertilizers
17	Hema Kumari	10/09/1965	2010	Expenditure
18	Anil Kumar 'G'	06/11/1967	2010	Health & FW
19	S.Hariharan	05/07/1960	2010	IP&P
20	A.K.Passi	05/04/1963	2010	Urban Dev.
21	Laxmi Narayan	02/08/1968	2010	Shipping
22	Shailaja Pillai	09/12/1960	2010	Corporate Affairs
23	Inderjeet Arora	01/11/1965	2010	Expenditure
24	Triptjeet Mahajan	10/06/1961	2010	MHA
25	George Mathew	08/02/1962	2010	Defence
26	P.V.Mohan	25/04/1959	2010	Power
27	Raj Rani	07/04/1960	2010	Agriculture
28	Poonam Pal	23/08/1964	2010	Urban Dev.
29	Hari Ram Sharma	12/12/1958	2010	Commerce
30	Bimla	15/01/1966	2010	WCD
31	Nirmala	17/09/1969	2010	Food & PD
32	S.Jayashree	19/07/1961	2010	Agriculture
33	Nirmala Kumar	04/07/1968	2010	MHA
34	Raj Kumari	16/10/1968	2010	S & T
35	Neerja Garg	26/03/1962	2010	P&NG
36	Meenakshi Marwaha	31/12/1962	2010	RT&H

\* Nominated second time.

  
17/11/10

**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 Stenographer \_\_\_\_\_
6. Academic qualification \_\_\_\_\_
7. Date of joining as PPS \_\_\_\_\_  
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. Address  
Office Address \_\_\_\_\_  
Ministry/Department \_\_\_\_\_  
Name of Building & Room No. \_\_\_\_\_  
Office Tel. No. \_\_\_\_\_  
Residential Address \_\_\_\_\_  
Mobile/Tel. No. \_\_\_\_\_  
e-mail \_\_\_\_\_

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Signature