

IMMEDIATE

No. 2/1/2013-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 22nd September 2014

OFFICE MEMORANDUM

Subject:- Three weeks' Level-IV Training Programme for PPSs of CSSS from 13.10.2014 to 31.10.2014.

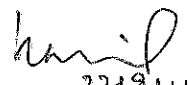
The undersigned is directed to say that PPSs of CSSS whose names are given in the Annexure-I to this OM, have been nominated to participate in the Level-IV training programme being conducted by the ISTM from 13.10.2014 to 31.10.2014.

2. It may be noted that successful completion of Level-IV training programme is mandatory for promotion to the Sr.PPS grade. 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. 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 please be relieved of their duties with the direction to report to Shri Satyajit Mishra, Joint Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 13.10.2014.

5. Confirmation with regard to the release of the officers along with curriculum vitae of each participant in the prescribed proforma at Annexure-II may be forwarded to Joint Director, ISTM, New Delhi by 6.10.2014 at the aforesaid address with a copy to the undersigned.


22/9/14
(Kameshwar Mishra)

Under Secretary to the Govt. of India
Tel: 24623157

To

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

Annexure-I to OM NO. 2/1/2013-CS.II(A) dt. 19.09.2014**List of 45 Sr.PPS/PPSs nominated to Level-IV training programme being conducted at ISTM from 13.10.2014 to 31.10.2014**

S.No.	Name	DOB	SL	Cadre
1	Anil Kumar Rattan [%]	17/07/1962	2010	Commerce
2	Kavita Handa [%]	07/02/1959	2010	MHA
3	Dinesh Sachdeva ^{&}	21/08/1959	2010	Planning Comm.
4	Subramanian Ashok ^{&}	19/02/1957	2010	Agriculture
5	P.S.Bhandari ^{&}	05/08/1959	2010	MHA
6	Lalitha Ramachandran ^{&}	16/10/1961	2010	Urban Dev.
7	S. Sumathy ^{&}	27/11/1956	2010	Labour
8	Manju Sharma ^{&}	06/11/1960	2010	Power
9	Achla ^{&}	25/07/1957	2010	Commerce
10	Sunil Kumar ^{&}	16/03/1957	2010	Expenditure
11	P.S.Bhandari ^{&}	04/07/1958	2010	Power
12	Manju Sarin	09/04/1961	2010	Posts
13	Shama Aneja ^{&}	11/12/1959	2010	Urban Dev.
14	Anil Dhawan ^{&}	15/09/1957	2010	MHA
15	Renu Kumar ^{&}	12/03/1964	2010	Health & FW
16	Harminder Singh ^{&}	07/05/1959	2010	Labour
17	Kamini Bansal ^{&}	26/02/1961	2010	Urban Dev.
18	Anil Malhotra	14/12/1961	2010	Civil Aviation
19	Shyam Sunder	26/09/1962	2010	WCD
20	Manjeet Singh	03/08/1960	2010	MHA
21	Roop Kishore	18/07/1957	2010	Defence
22	Girdhari Lal	04/05/1963	2010	RT&H
23	Raj Kumar	07/08/1965	2010	Tribal Affairs
24	T.T.Jacob	10/05/1959	2010	Urban Dev.
25	Uma Ravi Ramaswamy	29/05/1959	2010	MHA
26	Tilak Raj	12/03/1963	2010	Coal
27	M.K.Saxena	31/07/1959	2010	Urban Dev.
28	R.K. Jindal	02/10/1959	2010	Environment
29	Hukum Singh	16/04/1959	2010	MHA
30	Anoop Kumar Bhardwaj	16/06/1959	2010	Agriculture
31	Sarla Sharma	02/05/1961	2010	Urban Dev.
32	Jagjeet Tangri	23/08/1961	2010	Water Res.
33	Rooma Biswas	26/05/1959	2010	MHA
34	K.P. Singh	31/10/1958	2010	SJ&E
35	R.P.Singh	03/05/1961	2010	Rural Dev.
36	Swarn Lata	15/08/1960	2010	Power
37	V.K.Manuja	07/08/1961	2010	MHA

S.No.	Name	DOB	SL	Cadre
38	Sudha Sharma	07/08/1958	2010	Planning Comm.
39	Madhuri N.Shende	15/07/1958	2010	Planning Comm.
40	T.Joy Jayamathy	12/04/1958	2010	Agriculture
41	N. Venkataraman	08/05/1959	2010	IP&P
42	B.Sandhya	01/06/1961	2010	Power
43	B.Mani	29/04/1964	2010	S & T
44	Ashish Satija	11/05/1966	2010	Defence
45	R.Ramesh	05/01/1964	2010	Water Res.

∅: Last nomination. In case the officials do not attend the training Programme, they will be debarred from future training.

&: 2nd nomination.

Note: Not more than 3 attempts would be given to successfully complete level-IV Training programme

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. Office Address
Ministry/Department _____
Name of Building & Room No. _____
Office Tel. No. _____
Residential Address _____
Mobile/Tel. No. _____
e-mail _____

Signature