

**IMMEDIATE**

No. 2/1/2013-CS-II (A)(Pt.)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training

3<sup>rd</sup> Floor, Lok Nayak Bhawan  
Khan Market, New Delhi -110 003.  
Dated: 30<sup>th</sup> March, 2015.

**OFFICE MEMORANDUM**

Subject: - Three weeks' Level-IV Training Programme for PPSs of CSSS from 05.05.2015 to 22.05.2015.

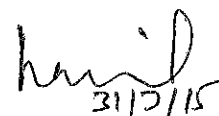
The undersigned is directed to say that PPSs of CSSS whose names are given in the Annexure-I to this OM, have been nominated to participate in the Level-IV training programme being conducted by the ISTM from 05.05.2015 to 22.05.2015.

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 Dr. Manish Kumar Jha, Joint Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 05.05.2015.

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 30.04.2015 at the aforesaid address with a copy to the undersigned.



(Kameshwar Mishra)

Under Secretary to the Govt. of India  
Tel: 24623157

To

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

**List of 45 Sr.PPS/PPSs nominated to Level-IV training programme being conducted at  
ISTM from 05.05.2015 to 22.05.2015**

S.No.	Name	DOB	SL	Cadre
1	Dinesh Sachdeva %	21/08/1959	2010	Planning Comm.
2	P.S.Bhandari %	04/07/1958	2010	Power
3	Shama Aneja %	11/12/1959	2010	Urban Dev.
4	Renu Kumar %	12/03/1964	2010	Health & FW
5	Harminder Singh %	07/05/1959	2010	Labour
6	Shyam Sunder &	26/09/1962	2010	WCD
7	Roop Kishore &	18/07/1957	2010	Defence
8	Girdhari Lal &	04/05/1963	2010	RT&H
9	T.T.Jacob &	10/05/1959	2010	Urban Dev.
10	R.K. Jindal &	02/10/1959	2010	Environment
11	K.P. Singh &	31/10/1958	2010	SJ&E
12	Swarn Lata &	15/08/1960	2010	Power
13	Sudha Sharma &	07/08/1958	2010	Planning Comm.
14	Madhuri N.Shende &	15/07/1958	2010	Planning Comm.
15	N. Venkataraman &	08/05/1959	2010	IP&P
16	B.Sandhya &	01/06/1961	2010	Power
17	B.Mani &	29/04/1964	2010	S & T
18	Ashish Satija &	11/05/1966	2010	Defence
19	R. Ramalingam	10/05/1957	2010	UPSC
20	Sunil Sehgal	12/03/1960	2010	WCD
21	R.S. Negi	18/08/1959	2010	Expenditure
22	Subhash Chander	14/12/1962	2010	Agriculture
23	Pal Singh	02/04/1958	2010	Commerce
24	Poonam Chopra	24/04/1959	2010	S & T
25	Raj Pal Singh	10/10/1962	2010	Expenditure
26	Sudhir Arora	08/02/1959	2010	Commerce
27	Radha Venkataraman	04/04/1964	2010	Labour
28	Lalit Kumar	04/08/1961	2010	Posts
29	Usha Sabhachandani	17/04/1959	2010	MHA
30	Sarita Rathore	15/04/1962	2010	Health & FW
31	Asha Sharma	30/05/1962	2010	Urban Dev.
32	Ramesh Chand	10/01/1963	2010	Defence
33	Sudha Kashyap	30/04/1958	2010	Agriculture
34	Naveen Pandey	08/06/1960	2010	Defence
35	S.K. Sharma	12/11/1962	2010	Environment
36	Usha	15/07/1957	2010	MHA
37	D.R.Dogra	09/04/1965	2010	Defence
38	Anuradha Khurana	01/03/1962	2010	Agriculture
39	K.S. Subramanian	24/01/1966	2010	Legal Affairs

S.No.	Name	DOB	SL	Cadre
40	Madhukar Sharma	04/07/1957	2010	Civil Aviation
41	R.D.Gautam	19/05/1960	2010	Legal Affairs
42	K. Nagalakshmi	15/12/1959	2010	IP&P
43	S.K. Mongia	29/05/1960	2010	Posts
44	Eva Mitra	30/09/1959	2010	Coal
45	Pushpa Saroha	02/07/1964	2010	Fertilizers

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

&: 2<sup>nd</sup> 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 \_\_\_\_\_

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Signature