

Immediate

No. 8/4/2022-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi - 110003

Dated the 8th September, 2022

OFFICE MEMORANDUM

Subject: Level 'E' Mandatory Cadre Training programme at ISTM for Officers of CSS from 19/09/2022 to 14/10/2022 (65th Batch) in Hybrid Offline/Online mode.

The undersigned is directed to inform that the officers whose names are given in the **Annexure** have been nominated to participate in the mandatory Level 'E' Cadre Training Programme of CSS, being conducted by ISTM w.e.f. **19/09/2022 to 14/10/2022 (4 Weeks)**. Accordingly, it is requested that these officers may please be relieved of their duties and advised to report to the Course Director –**Shri B. Dhanesh, Joint Director (FM)**, (Email – *b.dhanesh@nic.in*, Phone No. 26737616, M. No. 9968273413) at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 19th September, 2022.**

2. As informed by ISTM, the above Level E programme starting 19th September, 2022, will be conducted in blended mode i.e. two weeks in offline mode and two weeks (half days) in online mode.

3. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The web-link for the same is **https://www.istm.gov.in/home/online_ctp_form/registration**. Officers may carry a print out of the filled up form, duly authenticated by their sponsoring authority and submit the same to ISTM on the day of joining the course. Confirmation with regard to the participation of the officers (after updating officers' particulars online) may please be sent to the Course Director at ISTM.

4. The training of the officers and its successful completion is mandatory as per CSS Regulations, 2010. The performance of the officers in the training will be evaluated and the reports added in their APARs while considering their promotion. Norequest for withdrawal/exemption either from the Ministry/Department or the officer concerned shall be entertained except on the grounds indicated in DOP&T OM No.T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016. The officials who do not attend or successfully complete the Level 'E' training programme, will be liable to debarment and denial of promotion, as envisaged in the above O.M. The provisions of exemption from the training mentioned in the above O.M. are reproduced below:

- (i) All phases of the Mandatory Cadre Training / In-Service Training Programme shall be attended by all officers in the first chance when it falls due. CSS officers will be given a maximum of two chances to complete each level of the mandatory Cadre Training Programme available to them.

Bejinder Nayyar

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- (ii) Postponement of participation from the **first chance to second chance** would be allowed only with the prior approval of DoPT. However, such approval for postponement of participation does not entitle the officer to obtain the respective promotion/grade/increment in relaxation of the Rules. It is reiterated that the officer will be entitled for the respective promotion/grade/increment only after he/she successfully completes the respective cadre training programme for CSS.
- (iii) Postponement of participation from the **First chance to Second chance** would be allowed by DoPT only in the case of rare and extraordinary circumstances, which are defined as under:
- (g) Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' or nominated by DoP&T.
 - (h) Medical reasons of self or immediate family members, i.e., the officer himself/herself, his/her parents, spouse, children of the officer and parents-in-law of the Officer.
 - (i) Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
 - (j) Child care leave approved by competent authority.
 - (k) Marriage of self/the children.
 - (l) Officers on Election duty.
- (iv) CSS Officer deputed by Government of India to a foreign assignment may be permitted to attend the mandatory training on return from such assignment for promotion to next grade.
- (v) Officers of CSS cadre who have less than two years of service left for superannuation as on 1st July of the financial year in which the training is actually conducted, would be exempted from mandatory training.
- (vi) The officers who do not attend the mandatory training programmes even after two nominations of CS Division, shall be debarred for future training programmes under the Cadre Training Plan.
- (vii) Failure to attend any level of the mandatory training Programme in the 'two-chance window' provided would mandatorily attract the consequences laid down in the rules and guidelines relating to CSS services, with no exception.
- (viii) In addition, administrative action may be taken to deny grant of promotion to such debarred officers.
- (ix) In the case of officers leaving the training, in between the programme, other than on medical grounds, the entire cost of training shall be recovered from such officer for non-completion of training.
- (x) **Authority empowered to permit postponement:** The cases relating to postponement will be handled by CS Division of DOPT. The postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division). No postponement may be permissible beyond 2nd chance. In exceptional cases, Secretary (P) can give permission beyond 2nd chance if the officer is not able to attend the training on a case to case basis.
- (xi) The officer nominated for training shall be relieved for training by the respective Ministries/Departments/Organisations as it is mandatory, unless exemption is granted as applicable under rules by DOPT.

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- (xii) **The officers who have been nominated by CS Division of DOPT under 2nd chance shall attend the training compulsorily and would be deemed to have been relieved for the purpose by the respective Ministries/Department.**

5. Henceforth, all CSS officers will get a maximum of two nomination chances to complete the mandatory trainings at various levels. The second nomination will be considered only under the circumstances mentioned in para 4 (iii) above.

6. As informed by ISTM, the training expenditure towards project report presentation for the Level E programme will be Rs.2,500/- which will be borne by the concerned Ministries/Departments. This amount may be sanctioned in the name of the participating officers. The administrative Ministries/Departments may also please sanction advance towards Training related expenditure on demand by ISTM for each participant.

7. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.



(Rajeev Nayan)

Under Secretary to Government of India

Telephone. : 011-24624046

Email: rajeev.nayan@nic.in

To

**Joint Secretary (Admn.) of
the concerned Ministries/Departments
New Delhi.**

Copy forwarded for information and necessary action to :-

1. The Director, ISTM, Admn. Block, Old JNU Campus, New Delhi – 110067.
2. **Shri B. Dhanesh, Joint Director (FM), (Course Director), ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on 19th September, 2022 may please be furnished to this Department next day positively. Further, it is requested to kindly indicate DoB/ CSL No. in the participation list and results list to facilitate to easy identification of the candidates.**
3. Training Division, Deptt. of Personnel & Training, Old JNU Campus, New Delhi -110067 -
(Kind Attn: Shri Syed Imran Ahmed, DS).
4. Officers concerned.
5. US, CS-I (D), DOP&T (for information).
6. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
7. Website of this Department (www.persmin.nic.in → DOPT → Central Secretariat → CSS → Training Nomination Circulars → US).

**65th Batch LEVEL E TRAINING PROGRAMME TO BE HELD BY ISTM
(19/09/2022 to 14/10/2022)**

S.No	USSL	CSL No.	Name of the officer (S/Shri/Smt.)	Date of Birth	Present Min/ Deptt./ Office
1.	2011	7809	Subrata Sanyal*	14-12-1967	Food and Public Distribution
2.	2011	7834	D K Panda	16-03-1965	Empowerment of Persons with Disability
3.	2011	7835	A K Ghosh	14-09-1966	Minority Affairs (Kolkata)
4.	2011	7836	G C Saha	04-12-1966	UPSC
5.	2011	7837	Subhandhu Basu	16-07-1967	DOP&T
6.	2011	7838	Prabhat Kumar	02-01-1968	National Medical Commission
7.	2011	7839	Ashok Kumar Singh	09-06-1968	New & Renw. Eng.
8.	2011	7841	Ajit Kumar	29-12-1968	Housing & Urban Affairs/ D/o Agriculture
9.	2011	7842	A K Singh	10-04-1966	Rural Development
10.	2011	7843	B S Nayak	10-10-1966	Home Affairs
11.	2011	7844A	Satyawan	08-12-1966	Corporate Affairs
12.	2011	7846	Rajesh Malhotra	17-07-1967	Commerce
13.	2011	7848	Arun Kumar Sarkar	11-08-1967	SSC (ER), Kolkata
14.	2011	7849	Sunitha Dhewal	30-08-1968	New & Renw.Eng.
15.	2011	7850	Deep Pant	02-12-1969	UPSC
16.	2011	7851	Anup Pant	08-11-1965	Civil Aviation
17.	2011	7853	U C Srivastava	17-06-1966	Heavy Industries
18.	2011	7854	Arun Kumar Singh	27-07-1969	DOP&T
19.	2011	7858	Ravindra Singh Negi	29-08-1966	Environment, Forests & Climate Change/ D/o Social Justice & Empowerment
20.	2011	7864	S K Sinha	11-12-1967	Defence
21.	2011	7865	Arvind Thakur	30-07-1968	DOP&T
22.	2011	7871	Mukesh Sawhney	18-04-1967	Power
23.	2011	7874	Swaraj	30-10-1965	Road Transport & Highways
24.	2011	7875	Jasbir Singh	15-08-1966	Housing & Urban Affairs/ D/o Empowerment of Persons with Disabilities
25.	2011	7877	Anjali Anand	27-04-1967	Commerce
26.	2011	7878	I M Khan	30-06-1967	On deputation to DDA
27.	2011	7879	C Mohandas	28-07-1967	Skill Development & Entrepreneurship
28.	2011	7881	Radha Krishan	07-11-1967	Petroleum & Natural Gas
29.	2011	7884	S Chatterjee	01-07-1968	Health & FW
30.	2011	7885	Praveen Sharma	04-07-1968	Culture
31.	2011	7887	Ajay Kumar Kadian	15-05-1969	Mines
32.	2011	7891	Sujeet Kumar	30-01-1967	Coal
33.	2011	7893	Arunjay Kumar	07-04-1967	Labour & Emp.
34.	2011	7896	D K Ghosh	24-09-1967	Home Affairs
35.	2011	7898	Shamshad Ahmed Ansari	19-12-1967	Revenue
36.	2011	7900	Maneesh Rajan	11-04-1968	Culture
37.	2011	7902	Seema Aggarwal	25-04-1969	Woman & Ch. Dev.
38.	2011	7904	A Bhattacharya	15-12-1964	Bio-technology
39.	2011	7906	Somvir Singh	10-07-1965	Information & Broadcasting/ M/o Defence
40.	2011	7907	Suresh Kr Nayak	16-10-1966	On deputation as APS to Hon'ble MOS for Shipping, Chemicals & Fertilizers
41.	2011	7909	Amlan Das	02-04-1967	Defence
42.	2011	7911	Somen Chowdhury	02-08-1967	Stat. & Prog. Imp.(kolkata)
43.	2011	7912	Veena Kalra	30-07-1969	Defence
44.	2011	7914	Rajeev Kumar	02-09-1969	On Deputation in NDMC
45.	2011	7917	Avinash Chandra	30-08-1965	Lokpal Secretariat/ Water Resources

***These re-nominated officers shall attend the training compulsorily and would be deemed to have been relieved for the purpose, as this is their final opportunity to avail the mandatory training required for being eligible for next promotion**