

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 31st May, 2022

OFFICE MEMORANDUM

Subject: Level 'E' Mandatory Cadre Training programme at ISTM for Officers of CSS from 06/06/2022 to 08/07/2022 (62nd Batch - II) – First List

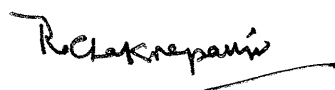
The undersigned is directed to inform that the officers whose names are given in the **Annexure** have been nominated to participate in the mandatory Level 'E' Cadre Training Programme of CSS, being conducted by ISTM w.e.f. **06/06/2022 to 08/07/2022**. Accordingly, it is requested that these officers may please be relieved of their duties and advised to report to the Course Director – **Shri Agam Aggarwal, Deputy Director**, (Email - agam.aggarwal@nic.in, Phone No. 26737603, M. No. 9810957831) at ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 **at 9.00 A.M. on 06th June, 2022**.

2. 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.

3. 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. No request 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.
- (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:
 - (a) Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' or nominated by DoP&T.

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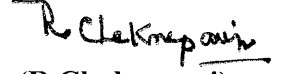
- (b) Medical reasons of self or immediate family members, i.e., the officer himself/herself, his/her parents, spouse, children of the officer and parents-in-law of the Officer.
- (c) Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
- (d) Child care leave approved by competent authority.
- (e) Marriage of self/the children.
- (f) 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.
- (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.**

4. 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 2 (iii) above.

5. 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.

R. Chakrapani

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



(R.Chakrapani)

Under Secretary to Government of India
Telephone. :24629412

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. **Sh. Agam Aggarwal, Deputy Director (Course Director)**,ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **06th June, 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 → CentralSecretariat → CSS → Training Nomination Circulars → US)

**62nd (Batch - II) LEVEL E TRAINING PROGRAMME TO BE HELD BY ISTM – First List
(06/06/2022 to 08/07/2022)**

S.No	CSL No.	Name of the officer (S/Shri)	Date of Birth	US SL	Present Min/ Deptt/ Office
1.	6689	Chaman Lal Guleria	15-01-1971	2010	NMC
2.	6774	Gopal Jha*	27-08-1964	2010	Home Affairs
3.	7045	S.K. Khurana*	14-04-1967	2011	New & Renewable Energy
4.	7084	Ganga Kumar Sinha*	17-06-1970	2011	DoPT
5.	7126	Pradeep Kumar*	02-10-1967	2011	Minority Affairs (on Deputation to NCW)
6.	7150	Atul Kumar Singh*	25-02-1969	2011	Labour & Employment
7.	7154	Indu Bhushan Lenka*	21-10-1972	2011	Youth Affairs & Sports
8.	7220	Amrish Kumar*	15-04-1972	2011	UPSC
9.	7248	Sneh Lata*	03-10-1971	2011	Rural Development
10.	7530	Ram Prasad *	02-03-1965	2011	Coal
11.	7170	Susruta Samanta*	22-09-1973	2011	Economic Affairs
12.	7181	Surinder Kumar *	10-04-1968	2011	Micro, Small & Medium Enterprises
13.	7990	Rajen Kabui*	01-03-1965	2011	Telecommunications
14.	7114	Shyam Sunder Verma*	15-07-1971	2011	Tourism

*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

R. Chakrapani