

No. 21/1/2012-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 11th December, 2013

OFFICE MEMORANDUM


Subject:- Level-II Training Programme from 23/12/2013/ to 03/01/2014 (Two weeks) for PA of
CSSS-reg.

The undersigned is directed to say that PAs, whose names are given in the Annexure I have been nominated to participate in the Level-II Training Programme to be conducted by the ISTM from 23/12/2013/ to 03/01/2014. It is requested that these officers may please be relieved of their duties with the direction to report to the Course Coordinator, Ms. Savita Sen, Assistant Director, ISTM Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. sharp on 23/12/2013.

2. Cadre Authorities are requested to :

- i) ensure that the officers nominated for the above training programme are relieved in time.
- ii) sanction an advance of Rs. 20,000/-(Rupees twenty thousand only) as T.A. advance for each participant along with their relieving order.
- iii) forward Curriculum Vitae of each participant, specifically indicating their gender and medium in prescribed proforma, as per Annexure II to the Course-Coordinator.

3. If any of the officers shown in the Annexure I has already undergone similar refresher course conducted by ISTM, he/she may not be relieved/considered again for the above mentioned training programme and details of such officers may be forwarded to this Division.


11/12/13
(Kameshwar Mishra)
Under Secretary to the Govt. of India
Tel.No. 24623157

All Cadre Units of CSSS

Copy forwarded to:-

ISTM (Ms. Savita Sen, Assistant Director.), ISTM Administrative Block, JNU Campus (Old),
New Delhi-110067.

Annexure-I**Annexure to O.M. No. 21/01/2012-CS.II(A) dated 11/12/2013**

Nomination for Level—II Programme to be held from 23/12/2013 to 03/01/2014

S.No.	Name Shri/Smt./Ms.	Date of Birth	SLY	Cadre Where Working
01.	Manju Gogia	20-12-1962	2005	Fertilizers
02.	Manohar Lal	13-12-1957	2005	Rural Development
03.	Indira Mohan Kartike	04-08-1961	2005	Food & PD
04.	Jatinder Nagpal	23-03-1974	2005	Environment & Forests
05.	Mahipal	15-05-1956	2005	S&T
06.	Desh Deepak Sharma	08-07-1972	2005	RT&H
07.	Adarsh Khanna	09-12-1957	2005	labour
08.	Sathi Mohanan	29-12-1959	2005	Legal Affairs
09.	Santosh Rajpal	07-01-1959	2005	Agriculture
10.	Subhash Chand	20-12-1972	2005	Supply
11.	Rama Chhabra	29-03-1957	2005	UPSC
12.	Mahesh Kumar Gour	24-10-1970	2005	Agriculture
13.	Radha Sikri	02-01-1958	2005	Agriculture
14.	Anshu Sharma	13-11-1973	2005	IP&P
15.	Swaran Anand	16-12-1959	2005	MHA
16.	Veena Luthra	17-11-1960	2005	IP&P
17.	Neeraj Jaitley	08-01-1962	2005	IP&P
18.	Meena Bagga	07-02-1957	2005	S&T
19.	Manoj Gaur	28-07-1962	2005	P&NG
20.	Rita Devnani	31-01-1962	2005	Planning Commission
21.	S Kalyanaraman	10-03-1958	2005	Planning Commission
22.	Chander Kanta Negi	06-01-1961	2005	MHA
23.	Dinesh Kumar	23-05-1958	2005	Legal Affairs
24.	S D Mudgil	30-07-1956	2005	Power
25.	Naresh Kumar Bhatia	03-12-1962	2005	S&T
26.	Om Prakash Lal	18-07-1972	2005	UPSC
27.	D K Shaha	09-12-1956	2005	Legal Affairs
28.	Manjeet Saini	09-08-1958	2005	Fertilizers
29.	K.Venkata Rama	28-09-1973	2005	IP&P
30.	Rajendra Kumar	21-01-1957	2005	Steel
31.	Krishnan Kumar Sharma	01-07-1959	2005	Rural Development
32.	Chander Kanta	14-06-1972	2005	HRD
33.	Gulshan Kumar	05-12-1962	2005	Labour
34.	Jitendra	01-05-1973	2005	Power
35.	Neera	13-09-1972	2005	Legal Affairs

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 Stenographers _____
6. Academic qualification _____
7. Date of joining as PA _____
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. (i) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Office Tel. No. _____
Residential Address _____
Mobile/Tel. No. _____
e-mail _____

Signature