

No. 21/1/2012-CS-II(A)(vol.I)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi – 110 003.

Dated the 27th January, 2016.

OFFICE MEMORANDUM

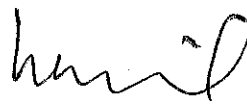
Subject:- Level-II Training Programme from 22.02.2016 to 04.03.2016 for PAs of CSSS -reg.

The undersigned is directed to say that PAs of CSSS, whose names are given in the Annexure - I to this OM, have been nominated to participate in the Level-II Training Programme being conducted by the ISTM from 22.02.2016 to 04.03.2016.

2. Cadre units are requested to ensure that the officers nominated to the above training programme are relieved in time. As per this Department's OM No.T-25017/01/2014-Trg. (ISTM) dated 11.08.2014 the officer nominated for training **shall be** relieved for training by the respective Ministries/Department/organization as it is mandatory, unless exemption is granted as applicable under rules by DoP&T. **It may be noted that Level-II training programme is mandatory in nature and officials who participate and successfully complete the said training programme shall only be considered for promotion to the grade of PS under the seniority quota. As per para 2 of the ibid OM, postponement of participation from the first chance to second chance and from the second chance to the third chance would be allowed only with the prior approval of DoP&T.** 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 of CSS/CSSS. **The details of the said OM are enclosed herewith at Annexure-III for ready reference.** It may also be noted that the officials who do not attend the mandatory training programme even after three documented nomination by this Department, shall be debarred for future training programme under the Cadre Training Plan.

3. As part of the training programme, the participants would be taken on a study tour. In order to meet the expenditure for the study tour, all the administrative Ministries/ Departments are required to sanction an advance of Rs. 20,000/- (Rupees twenty thousand only) as T.A. advance for each participant along with their relieving order.

4. It is requested that these officers be relieved of their duties with the direction to report to **Ms. Savita Sen, Assistant Director, ISTM Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 22.02.2016.**


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5. Cadre authorities are also requested to forward Curriculum Vitae of each participant, specifically indicating their gender and medium of stenography (English/Hindi) in prescribed proforma given in the Annexure-II, to Ms. Savita Sen, Assistant Director & Course Coordinator, ISTM, New Delhi in advance.

6. This O.M. is available on the website of this Department viz. www.persmin.nic.in → Central Services → CS Division → CSSS → Training Circular.

hansil
27/11/16

(Kameshwar Mishra)

Under Secretary to the Govt. of India

Tel.No. 24623157

- (i) Under Secretaries (Admn.) of all the concerned cadre units.
- (ii) Officers concerned.

Copy to:-

- (i) Ms. Savita Sen, Assistant Director & Course Coordinator, ISTM along with a copy of the list of participants.
- (ii) Guard file.
- (iii) Hindi Unit, DoP&T, North Block, New Delhi with a request to furnish the Hindi translation of the said OM.

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Annexure to OM No. 21/1/2012-CS.II(A) (vol.I) dated 27.01.2016

S. No.	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	S.L Year	Cadre Unit
1	2092	Mahesh Kumar Sharma	01/06/1964	2010	Defence
2	2093	Deepak Pundir	01/06/1972	2010	DOPT
3	2094	Vikram Singh Aswal	06/08/1959	2010	Rural Dev.
4	2095	Komalam S	16/05/1959	2010	NITI Aayog
5	2096	Devinder Anand	16/06/1974	2010	NITI Aayog
6	2097	Ramesh Chander	13/09/1961	2010	Urban Dev.
7	2098	KVV Murali Krishna	16/06/1969	2010	Posts
8	2099	Y.S. Aswal	08/03/1959	2010	Labour
9	2100	Meena Swaminathan	09/07/1970	2010	Home Affairs
10	2101	Rewa Sharma	20/05/1960	2010	Home Affairs
11	2102	Jay Prakash Yadav	01/10/1973	2010	I & B
12	2103	Ganesh Dass Dhawan	10/01/1965	2010	Telecom
13	2104	L Kannan	18/07/1970	2010	Expenditure
14	2105	Virendra Singh	30/06/1963	2010	Urban Dev.
15	2106	Raj Kishore Singh	05/07/1980	2010	Urban Dev.
16	2107	Indira Srihari	01/12/1963	2010	S&T
17	2108	Poonam Chhabra	02/11/1975	2010	Expenditure
18	2109	Parsu Ram Singh	24/07/1959	2010	Home Affairs
19	2110	Kamal Kumar	10/01/1978	2010	Agri. & Coopn.
20	2111	Om Prakash	08/11/1960	2010	Home Affairs
21	2112	Umesh Chandra Singh	10/10/1961	2010	Expenditure
22	2113	Sapna Rupesh	28/02/1977	2010	Labour
23	2114	Manju Lata Gupta	30/09/1964	2010	Telecom
24	2115	Shanta Verma	08/05/1976	2010	DOPT
25	2116	Ajay Kumar Gupta	26/01/1962	2010	MSME
26	2117	Santosh S Singh	24/04/1968	2010	Corporate Aff.
27	2118	Dwarka Prasad	28/04/1960	2010	Posts
28	2119	Harpreet Singh	04/04/1967	2010	RTH
29	2120	Rakesh Sharma	30/06/1963	2010	Water Res.
30	2121	Rashmi Unnikrishnan.	29/01/1974	2010	Legal Affairs
31	2122	Renu Madhusudan	21/01/1963	2010	Labour
32	2123	Roopa Sethi	01/03/1971	2010	Home Affairs
33	2124	Suresh Kumar Rolihsyan	01/08/1961	2010	Home Affairs
34	2125	Shalu Rana	12/10/1976	2010	Labour
35	2126	Sushila Yadav	01/04/1960	2010	Agri. & Coopn.

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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 PS _____
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