

IMMEDIATE

No. 2/1/2013-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 8th May, 2013

OFFICE MEMORANDUM

09 MAY 2013

Subject:- Level-IV Training Programme from 03.06.2013 to 21.06.2013 (Three Weeks) for
PPS of CSSS-reg.

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 to be conducted by the ISTM from 03.06.2013 to 21.06.2013.

2. **It may be noted that successful completion of Level-IV training programme is mandatory for promotion to the grade of Sr. Principal Private Secretary.** 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. In order to meet the expenditure for the study tour, all the administrative Ministries/Departments are required to sanction an advance of Rs. 45,000/- (Rupees forty five thousand only) as T.A. advance for each participant, along with their relieving order.

4. It is requested that these officers may please be relieved of their duties with the direction to report to Ms. Rekha Sharma, Deputy Director, ISTM Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 03.06.2013.

5. Cadre authorities are also requested to send Curriculum Vitae of each participant, specifically indicating their gender in prescribed proforma given in the Annexure-II, to Ms. Rekha Sharma, Deputy Director & Course Coordinator, ISTM, New Delhi.

Kameshwar Mishra
9/5/13

(Kameshwar Mishra)

Under Secretary to the Govt. of India

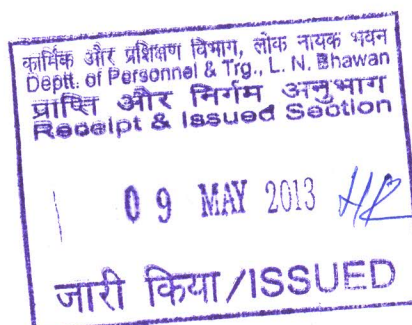
Tel: 24623157

To

Under Secretary (Admn.) of the concerned Cadre Units.

0/c

Copy to: Ms. Rekha Sharma, Deputy Director & Course Coordinator, ISTM alongwith a copy of list of Participants.



Annexure to OM No. 2/1/2013-CS.II(A) dt. 08.05.2013			
S.No.	Name (Shri/Smt.)	DoB	Cadre where working
1	S. K. Sachdeva	04-12-1955	Rural Development
2	S.S. Sharma	01-10-1963	I&B
3	V.R. Sharma	14-05-1959	Agriculture
4	Y. Thangaraj	15-11-1955	Fertilizers
5	S.S. Sharma	23-08-1955	Rural Dev. (Panchayati Raj)
6	K. Sunil	26-04-1964	Power
7	Ms. C. Jenny Raj	26-09-1962	Watre Resources
8	N. Narayanan	29-03-1958	HRD
9	N. Krishnamurthy	15-04-1963	Environment
10	Kusum Sharma	27-10-1962	MHA
11	Swarnambal Sambasivam	05-01-1957	Shipping
12	Rattan Singh Negi	30-08-1956	MHA
13	S.S. Samaddar	02-07-1957	Health & FW
14	Sanjay Kukreja	11-07-1964	Expenditure
15	D. C. Pandey	01-07-1962	Expenditure
16	Ajay Srivastava	16-12-1961	I & B
17	B.L. Chibber	07-09-1956	Coal
18	M.K. Talwar	10-06-1964	Planning Commission
19	R. K. Arora	10-03-1960	Planning Commission
20	Anita Sharma	09-09-1961	Commerce
21	Anjana Battu	07-12-1963	Commerce
22	Patanjali Sharma	14-01-1961	Minority Affairs
23	Kush Lal Sharma	12-07-1963	Expenditure
24	Bimla kathuria	09-08-1955	MHA
25	P.A. Unnikrishnan	03-11-1955	DOP&T
26	Anita Chugh	05-05-1964	Posts
27	A. Haridas	20-05-1969	Health & FW
28	R. K. Dhall	25-08-1965	Civil Aviation
29	P.S. Tangania	15-04-1962	MHA
30	K.Pant	04-08-1958	Posts
31	Manju sharma	10-08-1964	HRD
32	Palvinder Singh	16-10-1962	Telecom
33	C. S. Mehta	01-10-1962	Legal Affairs
34	Jagjit Singh	22-10-1959	Environment
35	Raj Kumar Thakur	10-07-1958	Urban Dev.
36	Yogesh Sharma	15-09-1963	Planning Commission
37	Sunita Katyal	26-09-1957	Rural Dev.
38	R. Venkatakrishnan	30-03-1966	Legal Affairs
39	Joana Barretto	21-08-1964	MHA
40	Shailendra Bahuguna	21-09-1960	Commerce
41	Satish Kumar Mishra	20-06-1958	MSME
42	A. Jaikumar Menon	30-06-1958	Steel
43	Rajinder Vaid	08-06-1959	Steel
44	S. Sudershan	06-03-1963	SJ&E
45	Satish Kumar Thakur	22-04-1961	Health & Family Welfare

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. Academic qualification _____
6. Date of joining as PPS _____
Select List Year _____
7. Whether the nominee is a member Yes/No
of SC/ST if yes, please specify SC/ST
8. Previous Training undergone
(i) ISTM _____
(ii) Other Training Institute _____
9. (i) Office Address _____
Ministry/Department _____
Name of Building & Room No. _____
Office Tel. No. _____
Residential Address _____
Mobile/Tel. No. _____
e-mail _____

Signature