No.8/5/2011-CSI(Trg.)-Vol.II

Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

2nd Floor, Lok Nayak Bhavan, New Delhi
Dated the 8th June, 2011

OFFICE MEMORANDUM

Subject: Level ‘D’ Training Programme at the ISTM for Section Officers who are in the Zone of Promotion for Grade I (US) of the CSS.
(04/07/2011 to 26/08/2011)

The undersigned is directed to inform that Section Officers promoted on adhoc basis to Grade I (Under Secretary) vide DOP&T Orders No.5/3/2010-CS-I(U) dated 3rd September 2010 and 11th November, 2010, whose particulars are given below, have been re-nominated, for the above mentioned Level ‘D’ Training Programme which is being conducted by ISTM w.e.f. 04/07/2011 to 26/08/2011.

<table>
<thead>
<tr>
<th>S. No</th>
<th>CSL No</th>
<th>NAME</th>
<th>D.O.B.</th>
<th>Cadre Where Working</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>6476</td>
<td>R.K. Arora (S.O.)</td>
<td>17/04/62</td>
<td>Health &amp; Family Welfare</td>
</tr>
<tr>
<td>2</td>
<td>6738</td>
<td>Jyoti Gulati</td>
<td>16/01/64</td>
<td>Staff Selection Commission</td>
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<tr>
<td>3</td>
<td>6758</td>
<td>MK Meena</td>
<td>25/04/67</td>
<td>Home Affairs</td>
</tr>
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<td>6776</td>
<td>Sunita Saxena</td>
<td>04/04/66</td>
<td>AR&amp;PG</td>
</tr>
<tr>
<td>5</td>
<td>6790</td>
<td>S.K. Pani</td>
<td>08/03/64</td>
<td>AR&amp;PG</td>
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<td>6</td>
<td>6785</td>
<td>Anshu Mauli Kumar</td>
<td>09/04/71</td>
<td>Women &amp; Child Development</td>
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<tr>
<td>7</td>
<td>6801</td>
<td>Sandeep Saxena</td>
<td>07/09/72</td>
<td>Food &amp; Public Distribution</td>
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<td>Aijit Kumar Dung Dung</td>
<td>08/11/68</td>
<td>Health &amp; Family Welfare</td>
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<td>6636</td>
<td>Jai Prakash Meena</td>
<td>05/03/63</td>
<td>Environment &amp; Forests</td>
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<td>6784</td>
<td>Shesh Kumar</td>
<td>12/09/64</td>
<td>Labour &amp; Employment</td>
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<td>6797</td>
<td>Naresh Kumar</td>
<td>01/09/69</td>
<td>Cabinet Secretariat</td>
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<td>6811</td>
<td>Ravi Kumar Vashisht</td>
<td>12/11/73</td>
<td>Textiles</td>
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<td>13</td>
<td>6812</td>
<td>Surajit Dutta</td>
<td>20/04/64</td>
<td>Road Transport &amp; Highways</td>
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<tr>
<td>14</td>
<td>6813</td>
<td>Vidyadhar Jha</td>
<td>25/04/72</td>
<td>Personnel &amp; Training</td>
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<tr>
<td>15</td>
<td>6814</td>
<td>Debranjan Chattopadhyay</td>
<td>12/07/64</td>
<td>Disinvestment</td>
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<td>Ravindra Nath Mohanty</td>
<td>19/04/63</td>
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<td>17</td>
<td>6817</td>
<td>Harish Kumar Wadhwa</td>
<td>15/06/73</td>
<td>Steel</td>
</tr>
</tbody>
</table>

2. The above officers (except Shri RK Arora) have been promoted on ad-hoc basis under the condition that the officers who have not undergone mandatory Level ‘D’ Training as enjoined in cadre training plan for the CSS, will have to undergo the aforesaid training within a period of six months. In order to comply with the mandatory conditions for imparting training for holding higher responsibilities these officers are given a last and final chance for the successful completion of the mandatory Level ‘D’ training programme.
3. In case these officers are not relieved by the concerned Ministry/Deptt. or in case any of them does not complete the training successfully, such non-attending of the training or not completing the training successfully would entail reversion to the post of Section Officer apart from any other action as deemed necessary. The concerned authorities are therefore requested that the officers may be relieved of their duties without fail and advised to report to Shri K. Govindarajulu, Deputy Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi at 9 A.M. on 4th July, 2011.

4. The aforesaid training includes study tour as well as field visit outside Delhi. Officers nominated above may be advised to draw necessary TA/DA advance of Rs. 55,000/- (Rs.10,000/- for study tour and Rs.45,000/- for the field visit in states) from their respective Ministry/Department. This amount may be sanctioned in the name of nominated officers in the form of Cash and the same will be collected by ISTM from the participating officers.

5. Confirmation with regard to the release of the officers along with their respective bio-data(Annexure-II) may please be sent by 20th June, 2011 to Shri K. Govindarajulu, Deputy Director (Co-ordinator), ISTM, New Delhi, with a copy to the undersigned. Shri K. Govindarajulu, DD/(Co-ordinator), ISTM, is accessible on Phone No.26185316 (O).

( V Srinivasaragavan )
Under Secretary to Government of India
Tele. : 24629412

To
{Joint Secretary(Admn.) concerned}
Ministry/Department of
New Delhi.

Copy forwarded for information and necessary action to :-

1. Officers concerned.
2. ISTM, (Shri K. Govindarajulu - Deputy Director). Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their letter No. A-33090/1/2005-ISTM (Coord ) dated 09th May, 2011. ER Sheets of the participants may also be got filled up, as already requested vide DOP&T Letter No.21/36/2006-CS.I(C) dated 2nd July 2009. The list of officers, who report for training on 04th July, 2011 may please be furnished to this Department next day positively.
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi.
4. PA to Director(CSI)
5. US(U), CSI Section, DOP&T – * For confirming the training status of the officers while considering their promotion/regularization.
6. Website of this Department (www.persmin.nic.in<CS Division<CSS<Training Circul...S.O.)
7. Guard File.

( V Srinivasaragavan )
Under Secretary to Government of India
Tele. : 24629412
CURRICULAM VITAE

1. Name of the Officer Nominated

2. Date of Birth

3. Designation & Scale of Pay

4. Office in which employed

5. Academic Qualification

6. Date of joining as Section Officer
   Select List year

7. Whether the nominee is a member of SC/ST. If yes, please specify

8. Previous Training undergone
   (a) ISTM
   (b) Other Training Institute

9. (i) Office Address
    Ministry/Department
    Name of Building & Room No.
    Place of Office, Tele. No.

   (ii) Residential Address
    with Tele. No,
    e-mail, if any.

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Annexure - II

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