OFFICE MEMORANDUM

Subject: Level 'D' Training Programme for Section Officers in the zone of promotion for Grade I(US) of the CSS at the ISTM (06/08/2012 to 28/09/2012)

The undersigned is directed to inform that Section Officers/adhoc Under Secretaries of the CSS whose names are given in Annexure-I have been nominated to participate in the Level 'D' Training Programme being conducted by ISTM w.e.f. 06/08/2012 to 28/09/2012 as enjoined in Cadre Training Plan for the CSS officers. The officers mentioned in Annexure-I may be relieved of their duties and advised to report to Shri Chandan Mukherjee, Deputy Director (Coordinator), ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. on 06th August, 2012 without fail.

2. As the training of the officers and its successful completion is mandatory as per DOP&T Notification G.S.R.197(E) dated 19th March 2010, the Cadre Authorities are requested to ensure that the officers nominated to the above programme are relieved in time. The performance of the officers in the training will be evaluated and the reports be added in their APARs while considering their promotion. No request for withdrawal of nomination either from the Ministry/Department or the officer concerned shall be entertained by this Department or the Institute as this would adversely affect the promotion of the officers. The officers who do not attend or successfully complete the Level 'D' training programme will be liable to debarment and denial of promotion as envisaged in DOP&T OM No.1/1/2009-CS.I(Trg) dated 24.02.2010 and OM No.8/11/2010-CSI(Trg) dated 05.04.2010.

3. The aforesaid training includes study tour as well as field visit outside Delhi. Officers nominated in Annexure-I may be advised to draw necessary TA/DA advance of Rs. 70,000/- (Rs. 15,000/- for study tour and Rs. 55,000/- 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.

P.T.O.
4. Confirmation with regard to the participation of the officers along with their bio-data (Annexure-II) may please be sent by 20th July, 2012 to Shri Chandan Mukherjee, Deputy Director (Co-ordinator) ISTM, New Delhi, with a copy to the undersigned. Shri Chandan Mukherjee, Deputy Director (Co-ordinator), ISTM, is accessible on phone No. 26185312 (O).

( Vidyadhar Jha )
Under Secretary to Government of India
Tele. : 24624046

To

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

Copy forwarded for information and necessary action to :

1. ISTM, (Shri K. Govindarajulu - Joint Director(BT/Coord)), Administrative Block, Old JNU Campus, New Delhi-11007, w.r.t. their letter No. A-33083/3/2012-ISTM(Coord) dated 30th December, 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.

2. ISTM, (Shri Chandan Mukherjee, Deputy Director) Administrative Block, Old JNU Campus, New Delhi-110067. The list of officers who report for training on 06th August, 2012 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.


7. Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat>CSS/Training Nomination Circulars/SO)

( Vidyadhar Jha )
Under Secretary to Government of India
Tele. : 24624046
# Annexure I

Level ‘D’ Training Programme to be held at ISTM
(06-08-2012 to 28-09-2012)

<table>
<thead>
<tr>
<th>S. No</th>
<th>CSL No</th>
<th>NAME OF THE OFFICER Sh./Smt./Ms.</th>
<th>DATE OF BIRTH</th>
<th>CADRE WHERE WORKING Ministry/Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7168</td>
<td>Ajay Kumar</td>
<td>23/12/1971</td>
<td>Water Resources</td>
</tr>
<tr>
<td>2</td>
<td>7184</td>
<td>Naoroibam S. Singh</td>
<td>01/03/1969</td>
<td>Agriculture &amp; Cooperation</td>
</tr>
<tr>
<td>3</td>
<td>7186</td>
<td>Shankra Nand Bharti</td>
<td>03/08/1970</td>
<td>Revenue</td>
</tr>
<tr>
<td>4</td>
<td>7188</td>
<td>Anil Kumar</td>
<td>19/07/1975</td>
<td>Urban Development</td>
</tr>
<tr>
<td>5</td>
<td>7190</td>
<td>Gulveena Badhan</td>
<td>17/04/1970</td>
<td>Planning Commission</td>
</tr>
<tr>
<td>6</td>
<td>7194</td>
<td>Sunita</td>
<td>15/08/1971</td>
<td>Fertilizers</td>
</tr>
<tr>
<td>7</td>
<td>7196</td>
<td>Diwan Chand</td>
<td>08/08/1956</td>
<td>Heavy Industries</td>
</tr>
<tr>
<td>8</td>
<td>7198</td>
<td>S. Benjamin</td>
<td>24/09/1966</td>
<td>Power</td>
</tr>
<tr>
<td>9</td>
<td>7202</td>
<td>Inder Jeet</td>
<td>11/08/1975</td>
<td>Minority Commission</td>
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<tr>
<td>10</td>
<td>7204</td>
<td>Shakti Shamsher</td>
<td>05/10/1969</td>
<td>UPSC</td>
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<tr>
<td>11</td>
<td>7206</td>
<td>Biplab Mumar Naskar</td>
<td>14/01/1971</td>
<td>Revenue</td>
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<tr>
<td>12</td>
<td>7212</td>
<td>Kuldip Kumar</td>
<td>23/03/1960</td>
<td>Scientific &amp; Industrial Research</td>
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<tr>
<td>13</td>
<td>7214</td>
<td>M. Jena</td>
<td>15/07/1963</td>
<td>Social Justice &amp; Empowerment</td>
</tr>
<tr>
<td>14</td>
<td>7216</td>
<td>Sunil Kumar</td>
<td>09/11/1970</td>
<td>Urban Development</td>
</tr>
<tr>
<td>15</td>
<td>7218</td>
<td>Rajesh Kumar</td>
<td>10/07/1967</td>
<td>Power</td>
</tr>
</tbody>
</table>
CURRICULUM 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
   Yes/No
   SC/ST

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.