IMMEDIATE

## No. 21/1/2019-CS-II(A) Government of India Ministry of Personnel, Public Grievances and Pensions Department of Personnel & Training

TT

3<sup>rd</sup> Floor, LokNayakBhawan, Khan Market, New Delhi – 110003.

## Dated: 14.10.2019

## **OFFICE MEMORANDUM**

## Subject: Level-II Training Programme from 28<sup>th</sup> October, 2019 to 08<sup>th</sup> November, 2019 for PAs/PSs of CSSS – regarding.

The undersigned is directed to say that PAs/PSs of CSSS, whose names are given in the **Annexure** to this OM, have been nominated to participate in the Level-II Training Programme being conducted by the ISTM from 28.10.2019 to 08.11.2019. **It may be noted that successful completion of Level-II training programme will be essential for promotion to the grade of Private Secretary.** The officers who do not attend or successfully complete the Level-II <u>Training Programme will be liable to **debarment** and **denial of promotion** as <u>envisaged in DOP&T OM No. T-25017/1/2015-Trg (ISTM Section) dated 4<sup>th</sup></u> July, 2016.</u>

2. The concerned cadre authorities are, therefore, requested to ensure that the officers nominated to the above training programme be relieved in time.

3. All nominated officers for the above stated training programme are directed to visit the ISTM website, fill the online form and submit the same online **without fail** immediately. The link is **http://www.istm.gov.in/home/online\_nomination\_form**. The officers may take a print out of the form once filled up & submitted online, and then get it signed by their sponsoring authority, carry it with them on joining day of the course and submit the same to the course coordinator at ISTM.

4. 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.35,000/-(Rupees thirty five thousand only) as T.A. advance for each participant, along with their relieving order.

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5. It is requested that these officers may please be relieved of their duties with the direction to report to Ms. Subhashree. A, Assistant Director & Course Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. sharp on 28.10.2019.

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(Dinesh) Under Secretary to the Govt. of India Tel. No. 24654020

То

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

Copy to:-

- 1. Ms. Subhashree. A, Assistant Director & Course Director, ISTM, New Delhi. It is requested that (i) a copy of the signed from <u>authenticated by</u> <u>the sponsoring authority</u> and submitted by the participants & (ii) a list of participants <u>not attended</u> the training programe may please be furnished to this department at the earliest.
- 2. Training Division, DoP&T, Old JNU Campus, New Delhi.
- 3. Officers concerned (through website of DoP&T)

1     3050     Pradeep Kumar Mishra*     12-08-1971     DOP       2     3083     Jagat Roy*     27-12-1971     Defen       3     3106     Poonam Negi     08-11-1977     Agri. & C       4     3107     Raj Kumar Jain     05-11-1974     Water F       5     3108     Ravi Kumar Kansal     31-08-1972     Expendi       6     3109     Ashutosh Kumar Nigam     27-06-1975     Civil Avia       7     3110     Sanjeev Kumar Sharma     15-01-1973     Urban I       8     3111     Kapil Kishore     09-07-1977     Expendi       9     3112     Kamlesh     19-11-1971     Expendi       10     3113     Satya Narain Maurya     05-12-1974     Expendi       11     3114     Gulshan Kumar     07-01-1976     Coal       12     3115     Kamlesh Singh     05-06-1972     Supp       13     3116     M.V. Krishna Reddy     16-06-1973     Corporat       14     3117     Harish Chander Singh     13-09-1973     Expendi <	Annexure to the OM No. 21/1/2019-CS.II(A) dated 14.10.2019 Level -II Training for CSSS Officails to be conducted by the ISTM w.e.f 28.10.2019 to 08.11.2019					
1     3050     Pradeep Kumar Mishra*     12-08-1971     DOP       2     3083     Jagat Roy*     27-12-1971     Defen       3     3106     Poonam Negi     08-11-1977     Agri. & C       4     3107     Raj Kumar Jain     05-11-1974     Water F       5     3108     Ravi Kumar Kansal     31-08-1972     Expendi       6     3109     Ashutosh Kumar Nigam     27-06-1975     Civil Avi       7     3110     Sanjeev Kumar Sharma     15-01-1973     Urban I       8     3111     Kamlesh     19-11-1971     Expendi       9     3112     Kamlesh     19-11-1971     Expendi       10     3113     Satya Narain Maurya     05-12-1974     Expendi       11     3114     Gulshan Kumar     07-01-1976     Coal       12     3115     Kamlesh Singh     05-06-1972     Supp       13     3116     M.V. Krishna Reddy     16-06-1973     Corporat       14     3117     Harish Chander Singh     13-09-1973     Expendi	S.NO C	CSL NO.	Name (Shri/Smt./Ms.)	D.O.B	Carde Unit	
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22   3125   Sanjeev Khurana   21-11-1968   DOP     23   3126   Balmiki Mahato   05-01-1977   I & E     24   3127   Ramakrushna Behera   05-03-1972   Food &     25   3128   Suman   11-06-1973   Labou     26   3129   A.Vijaya Lakshmi   14-02-1976   DOP     27   3130   Manju Sharma   15-11-1975   HRD     28   3131   Sanjeet Kumar   02-01-1975   DOP     29   3132   Ruchika Garg   06-08-1974   Teleco     30   3133   P.C. Maurya   01-07-1975   I & E     31   3134   Sonia Sharma   09-07-1972   Env. & Fo     32   3135   Kamla Bisht   14-05-1975   Defend     33   3136   Sunita Panjanani   08-04-1973   Food &	20	3123	Ajay Kumar Jha	04-04-1973	Supply	
23   3126   Balmiki Mahato   05-01-1977   I & E     24   3127   Ramakrushna Behera   05-03-1972   Food &     25   3128   Suman   11-06-1973   Labout     26   3129   A.Vijaya Lakshmi   14-02-1976   DOP     27   3130   Manju Sharma   15-11-1975   HRD     28   3131   Sanjeet Kumar   02-01-1975   DOP     29   3132   Ruchika Garg   06-08-1974   Teleco     30   3133   P.C. Maurya   01-07-1975   I & E     31   3134   Sonia Sharma   09-07-1972   Env. & Fo     32   3135   Kamla Bisht   14-05-1975   Defend     33   3136   Sunita Panjanani   08-04-1973   Food &	21	3124	Rekha S Nair	12-02-1972	UPSC	
24   3127   Ramakrushna Behera   05-03-1972   Food &     25   3128   Suman   11-06-1973   Labou     26   3129   A.Vijaya Lakshmi   14-02-1976   DOP     27   3130   Manju Sharma   15-11-1975   HRD     28   3131   Sanjeet Kumar   02-01-1975   DOP     29   3132   Ruchika Garg   06-08-1974   Teleco     30   3133   P.C. Maurya   01-07-1975   I & E     31   3134   Sonia Sharma   09-07-1972   Env. & Fo     32   3135   Kamla Bisht   14-05-1975   Defender     33   3136   Sunita Panjanani   08-04-1973   Food &	22	3125	Sanjeev Khurana	21-11-1968	DOPT	
25   3128   Suman   11-06-1973   Labou     26   3129   A.Vijaya Lakshmi   14-02-1976   DOP     27   3130   Manju Sharma   15-11-1975   HRD     28   3131   Sanjeet Kumar   02-01-1975   DOP     29   3132   Ruchika Garg   06-08-1974   Teleco     30   3133   P.C. Maurya   01-07-1975   I & E     31   3134   Sonia Sharma   09-07-1972   Env. & Fo     32   3135   Kamla Bisht   14-05-1975   Defendence     33   3136   Sunita Panjanani   08-04-1973   Food &	23	3126	Balmiki Mahato	05-01-1977	I & B	
26   3129   A.Vijaya Lakshmi   14-02-1976   DOP     27   3130   Manju Sharma   15-11-1975   HRD     28   3131   Sanjeet Kumar   02-01-1975   DOP     29   3132   Ruchika Garg   06-08-1974   Teleco     30   3133   P.C. Maurya   01-07-1975   I & E     31   3134   Sonia Sharma   09-07-1972   Env. & F     32   3135   Kamla Bisht   14-05-1975   Defender     33   3136   Sunita Panjanani   08-04-1973   Food &	24	3127	Ramakrushna Behera	05-03-1972	Food & PD	
27     3130     Manju Sharma     15-11-1975     HRD       28     3131     Sanjeet Kumar     02-01-1975     DOP       29     3132     Ruchika Garg     06-08-1974     Teleco       30     3133     P.C. Maurya     01-07-1975     I & E       31     3134     Sonia Sharma     09-07-1972     Env. & Fo       32     3135     Kamla Bisht     14-05-1975     Defendence       33     3136     Sunita Panjanani     08-04-1973     Food &	25	3128	Suman	11-06-1973	Labour	
28     3131     Sanjeet Kumar     02-01-1975     DOP       29     3132     Ruchika Garg     06-08-1974     Teleco       30     3133     P.C. Maurya     01-07-1975     I & E       31     3134     Sonia Sharma     09-07-1972     Env. & Fo       32     3135     Kamla Bisht     14-05-1975     Defender       33     3136     Sunita Panjanani     08-04-1973     Food &	26	3129	A.Vijaya Lakshmi	14-02-1976	DOPT	
293132Ruchika Garg06-08-1974Teleco303133P.C. Maurya01-07-1975I & E313134Sonia Sharma09-07-1972Env. & F323135Kamla Bisht14-05-1975Defender333136Sunita Panjanani08-04-1973Food &	27	3130	Manju Sharma	15-11-1975	HRD	
30     3133     P.C. Maurya     01-07-1975     I & E       31     3134     Sonia Sharma     09-07-1972     Env. & Fo       32     3135     Kamla Bisht     14-05-1975     Defend       33     3136     Sunita Panjanani     08-04-1973     Food &	28		Sanjeet Kumar	02-01-1975	DOPT	
31     3134     Sonia Sharma     09-07-1972     Env. & Fe       32     3135     Kamla Bisht     14-05-1975     Defender       33     3136     Sunita Panjanani     08-04-1973     Food &	29	3132	Ruchika Garg	06-08-1974	Telecom	
32     3135     Kamla Bisht     14-05-1975     Defend       33     3136     Sunita Panjanani     08-04-1973     Food &	30			01-07-1975	I & B	
33     3136     Sunita Panjanani     08-04-1973     Food &			Sonia Sharma	09-07-1972	Env. & Forest	
3	32	3135	Kamla Bisht	14-05-1975	Defence	
34 3137 Pratibha Rakheja 10-09-1976 I & P	33			08-04-1973	Food & PD	
	34	3137	Pratibha Rakheja	10-09-1976	I & B	
35     3138     Shweta Gupta     30-11-1974     Food &       '2nd Nomination     '2000' <td< td=""><td>·····</td><td></td><td>Shweta Gupta</td><td>30-11-1974</td><td>Food &amp; PD</td></td<>	·····		Shweta Gupta	30-11-1974	Food & PD	

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