Immediate

No. 8/4/2020-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS-I Division)

Lok Nayak Bhavan, New Delhi
Dated the 28th July, 2020

OFFICE MEMORANDUM

Subject: Online Level 'B' Training Programme for Assistant Section Officers (ASOs) of the CSS Cadre from 3rd Aug., to 4th Sept., 2020 **(92nd Batch).**

The undersigned is directed to inform that Officers whose names are given in **Annexure I**, have been nominated to participate in the mandatory Level 'B' Training Programme being conducted by ISTM w.e.f. **03/08/2020 to 04/09/2020.** The training will be conducted online by ISTM and the participants are not required to visit ISTM in person for the same. The online training will be accessible through mobile or laptop/desktop as per the convenience of the participant.

2. The training of the officers and its successful completion is mandatory as per DOP&T Notification G.S.R.483(E) dated 12th July 2013. The performance of the officers in the training will be evaluated and the reports added in their APARs while considering their promotion. No request for withdrawal/exemption either from the Ministry/Department or the officer concerned shall be entertained except on the grounds indicated in DOP&T OM No.T-25017/1/2015-Trg. (ISTM Section) dated 4th July, 2016. The officers, who do not attend or successfully complete the Level 'B' training programme, will be liable to debarment and denial of promotion as envisaged in the above O.M. The provisions of exemption from the training mentioned in the above O.M. are reproduced below:

(i) All phases of the Mandatory Cadre Training / In-Service Training Programme shall be attended by all officers in the first chance when it falls due. CSS officer/official will be given a maximum of two chances to complete each level of the mandatory Cadre Training Programme available to them.

(ii) Postponement of participation from the first chance to second chance would be allowed only with the prior approval of DoPT. 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 for CSS.

(iii) Postponement of participation from the First chance to Second chance would be allowed by DoPT only in the case of rare and extraordinary circumstances, which are defined as under:

   a. Officers undergoing study programme (domestic/foreign) by availing 'Study Leave' or 'partial funding' or nominated by DoP&T.
   b. Medical reasons of self or immediate family members, i.e., the officer himself/herself, his/her parents, spouse, children of the officer and parents-in-law of the Officer.
   c. Maternity/paternity leave on the basis of medical certificate issued by AMA approved by Competent Authority.
   d. Child care leave approved by competent authority.
   e. Marriage of self/the children.
   f. Officers on Election duty.

(iv) CSS Officer deputed by Government of India to a foreign assignment may be permitted to attend the mandatory training on return from such assignment for promotion to next grade.

(v) Officers of CSS cadre who have less than two years of service left for superannuation as on 1st July of the financial year in which the training is actually conducted, would be exempted from mandatory training.

(vi) The officers who do not attend the mandatory training programmes even after two nominations of CS Division, shall be debarred for future training programmes under the Cadre Training Plan.

(vii) Failure to attend any level of the mandatory training Programme in the 'two-chance window' provided would mandatorily attract the consequences laid down in the rules and guidelines relating to CSS services, with no exception.

(viii) In addition, administrative action may be taken to deny grant of promotion to such debarred officers.

(ix) In the case of officers leaving the training, in between the programme, other than on medical grounds, the entire cost of training shall be recovered from such officer for non-completion of training.

(x) **Authority empowered to permit postponement**: The cases relating to postponement will be handled by CS Division of DOPT. The postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division). No postponement may be permissible beyond 2nd chance. In exceptional cases, Secretary (P) can give permission beyond 2nd chance if the Officer is not able to attend the training on a case to case basis.

(xi) The officer nominated for training shall be relieved for training by the respective Ministries/Departments/Organisations as it is mandatory, unless exemption is granted as applicable under rules by DOPT.

(xii) The Officers who have been nominated by CS Division of DOPT under 2nd chance shall attend the training compulsorily and would be deemed to have been relieved for the purpose by the respective Ministries/Department.

3. Henceforth, all CSS officers will get a maximum of two nomination chances to complete the mandatory trainings at various levels. The second nomination will be considered only under the circumstances mentioned in para 2 (iii) above.

4. The online level-B training does not involve any study tour. Hence, no TA/DA shall be admissible to any participant.

5. All the nominated officers are directed to visit the ISTM website and fill the online form and submit the same online immediately. The link is **http:/www.istm.gov.in/lms/registration**. Confirmation with regard to participation of the officers (after updating officers' particulars online on CMS) may please be sent to Course Directors of ISTM (1) **Shri K. K. Pant, Faculty & Consultant,** Mob.9911794490 and (2) **Shri Arjun Jena, Assistant Director**, Mobile No. 9971276756

6. The nominated officers may please be relieved of their duties and advised to contact the above Course Directors of ISTM for further details regarding online link etc. It is clarified that **vigilance clearance is not required** for relieving the officers to attend the mandatory training programme.

(P. Bairagi Sahu)
Under Secretary to Government of India
Telephone. : 24624046
Email: pb.sahu@nic.in

To

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

Copy forwarded for information and necessary action to : -

1. **Shri K. K. Pant, Faculty Consultant (Course Director),** Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **3rd August, 2020** may please be furnished to this Department next day positively.
2. ISTM, **Shri Arjun Jena, Assistant Director**, Old JNU Campus, New Delhi.
3. Training Division, Deptt. of Personnel & Training, JNU Campus, New Delhi, **(Shri Syed Imran Ahmed, DS).**
4. Officers concerned.
5. US, CS-I (A), DOP&T (for information).
6. Hindi Section, DOP&T, North Block, New Delhi – For Hindi version.
7. Website of this Department (www.persmin.nic.in<DOPT<Central Secretariat< CSS< Training Nomination Circulars<Assistants)

Annexure-I

LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM 03/8/2020 TO 04/9/2020 (91st Batch)

SL. No.	CSL No.	Name of the officer	DoB	Min/Department
1	2011	Shiv Prakash Singh	8/8/1989	Personnel & Training
2	2011	Anurag Pandey	15/4/1984	Water Resources
3	2011	Vicky Vikash Sinha	12/8/1985	Urban Development
4	2011	Jenice George	12/6/1988	Secondary & Hr. Education
5	2011	Naveen Kumar	18/11/1986	Drinking Water&Sanitation
6	2011	Narendra Kumar Verma	10/3/1978	Home Affairs
7	2011	Punit Malhotra	3/1/1987	Culture
8	2011	Rahul Kumar Srivastava	10/3/1985	Health & Family Welfare
9	2011	Arun Kumar Karn	6/1/1983	Secondary & Hr. Education
10	2011	Mrinal	29/12/1985	Drinking Water & Sanitation
11	2011	Shivnath Prasad	24/3/1984	Defence
12	2011	Nikita Gupta	18/1/1989	Defence
13	2011	Sushil Ranjan	11/2/1986	Agriculture
14	2011	Ankur Verma	15/11/1984	Steel
15	2011	Anuj Kumar	1/1/1984	Secondary & Hr. Education
16	2011	Om Prakash Singh	25/1/1985	Revenue
17	2011	Sumit Sharma	28/2/1987	PMO
18	2011	Preeti Kaur	5/5/1990	Social Justice
19	2011	Anil Prakash Dubey	15/12/1987	Agriculture(PPQ&S)
20	2011	Rohit Kumar	8/10/1983	Personnel & Training
21	2011	Vivek Prakash	25/9/1982	Science & Technology
22	2011	Sujeet Nath Charan	14/1/1984	Health & Family Welfare
23	2011	Pardeep Kumar	19/9/1987	Petroleum & Natural Gas
24	2011	Aashish Kumar	25/12/1981	I&B
25	2011	Shashi Prakash Gupta	8/8/1985	Water Resources