

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 16th February, 2021

OFFICE MEMORANDUM

Subject: ONLINE Level 'B' Training programme at ISTM for Assistant Section Officers (ASOs) of the CSS for promotion to Section Officer Grade from 01/03/2021 to 02/04/2021 (104th 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. 01/03/2021 to 02/04/2021. 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 officials 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.



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- (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.
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- (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 the participation of the officers (after updating officers' particulars online on CMS) may please be sent to Course Director of ISTM. . **Sh. B. Dhanesh, Deputy Director (Course Director)**, Phone No. 26737616, M. No. 9868273413.

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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.

Zachariah Thomas
16/2/21

(Zachariah Thomas)

Under Secretary to Government of India

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To

**Joint Secretary(Admn.) of
the concerned Ministries/Departments
New Delhi.**

Copy forwarded for information and necessary action to : -

1. Director, ISTM, Admn. Block, Old JNU Campus, New Delhi
2. **Sh. B. Dhanesh, Deputy Director (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on 1st March, 2021 may please be furnished to this Department next day positively.
3. Training Division, Deptt. of Personnel & Training, Old JNU Campus, New Delhi, (**Shri Syed Imran Ahmed, DS**).
4. Officer 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)

S. Satheesan

(S.Satheesan)

Section Officer

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**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
01/03/2021 TO 02/04/2021 (104th Batch)**

S.No.	Year	Name	Date of Birth	Ministry
1	2012	Shivam Garg*	25-11-1988	Health & Family Welfare
2	2012	Sanjib Das*	01-01-1972	Law and Justice
3	2012	Mahashankar Kumar*	15-07-1987	Supply
4	2012	Ankit Kumar*	05-03-1987	Coal
5	2012	Neetu Meena	25-11-1981	Housing & Urban Affairs
6	2012	Sikandar Alam	24-09-1989	Social Justice & Empowerment
7	2012	Pradeep Kumar	02-02-1985	Social Justice & Empowerment
8	2012	Vikas Bahadur	17-08-1987	Consumer Affairs, Food & P D
9	2012	Atul Kumar	22-08-1989	Personnel
10	2012	Mukesh	14-02-1987	Posts
11	2011	Lalit Kumar	13-08-1990	Corporate Affairs
12	2012	Anit Shishir Kerketta	09-02-1984	Legal Affairs
13	2012	Manash Kumar Roy	25-08-1987	Consumer Affairs, Food & P D
14	2012	Anshul Bhaskar	02-01-1984	Health & Family Welfare
15	2012	Sahas Nukathoti	27-08-1990	Personnel
16	2012	Abhishek Rajan	22-07-1988	Health & Family Welfare
17	2012	Amit Kumar Singh	01-08-1989	UPSC
18	2012	Harish Vedi	17-02-1989	Labour & Employment
19	2012	Subhadeep Das	20-01-1982	Panchayati Raj
20	2012	J. Prashant	27-02-1984	Social Justice & Empowerment
21	2012	Sushil Thakur	26-12-1987	Home Affairs (PMO)
22	2012	Jagbir Singh	10-11-1986	Supply
23	2012	Puran Mal Meena	02-02-1991	Personnel
24	2012	Swati Kant	12-06-1985	Personnel
25	2012	Pradeep Kumar Gautam	10-07-1988	Power
26	2012	Nisha	01-10-1990	Posts
27	2012	Sumita Nayek Saha	30-06-1980	Home Affairs
28	2012	Devreen Bhakta	10-10-1990	Defence
29	2012	Vijay Singh	29-09-1980	Coal
30	2012	Prabhat Kumar	09-01-1990	Defence
31	2012	Vipul	12-02-1984	Personnel
32	2012	Sudhir Kumar	19-12-1989	Rural Development
33	2012	Shweta Gautam	25-07-1990	Tribal Affairs
34	2012	Kailash Kumar	01-02-1985	Posts
35	2012	Vinay Reshwal	28-07-1989	Education
36	2012	Mukesh Kumar	05-11-1980	Supply
37	2012	Vamshikrishna Barabari	27-08-1986	Defence
38	2012	Sahayar Kumar Bairwa	20-10-1988	Health & Family Welfare
39	2012	Vijay Kumar	15-08-1985	Health & Family Welfare
40	2012	Abhishek Kumar	11-03-1987	Labour & Employment
41	2012	Amit Kumar	28-06-1987	Defence
42	2012	Lalremtlunga Hrahse	21-08-1980	Finance (Rev.)
43	2012	Pradeep Kumar	10-09-1990	Defence
44	2012	Naresh Kumar	08-12-1982	Coal
45	2012	Ravinder	20-04-1989	Posts
46	2012	Sharad	26-12-1987	Youth Affairs & Sports
47	2012	Suresh Kumar Meena	28-12-1989	PMO-On deputation as APO, Jaipur
48	2012	Paras Kain	15-12-1987	Promotion of Industrial & Internal Trade
49	2012	Parveen Bhatia	11-10-1990	Agriculture and Farmer Welfare
50	2012	Gaurav Mehra	14-04-1985	Finance (Rev.)
51	2012	Deendayal	19-03-1988	MSME
52	2012	Dinjiliu Gangmei	03-06-1988	Minority Affairs

*Second and final nomination.

