

Immediate

No. 8/2/2021-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 27th July, 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 16/08/2021 to 17/09/2021 (111th 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. 16/08/2021 to 17/09/2021. 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. Yogesh Dwivedi, Deputy Director (Course Director)**, Phone No. 26182764, M. No. 9968305763.



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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)

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. Yogesh Dwivedi, Deputy Director (Course Director)**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **16th August, 2021** may please be furnished to this Department next day positively. **Further, it is requested to kindly indicate DoB/ Rank in the participation list and results list to facilitate to easy identification of the candidates.**
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)


(Sudhakaran Satheesan)
Section Officer
Telephone. : 24642704

**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
16/08/2021 TO 17/09/2021 (111th Batch)**

S.No.	Year	Name	Date of Birth	Rank	Ministry
1	2013	Nikhil Kumar	27-02-1989	1840	Coal
2	2013	Jose Tom K	27-07-1989	1841	Promotion of Industrial & Internal Trade
3	2013	Rashmi Tyagi	13-03-1988	1843	Civil Aviation
4	2013	Mansi Sethi	13-05-1990	1845	Expenditure
5	2013	Rajat Rathi	13-02-1991	1847	Youth Affairs & Sports
6	2013	Sarika Mor	24-12-1988	1862	Road Transport & Highways
7	2013	Manish Sharma	21-03-1991	1867	Defence
8	2013	Sagar Gupta	22-09-1989	1874	Civil Aviation
9	2013	Jitesh Agrawal	01-01-1992	1875	Education
10	2013	Divya Kadyan	26-06-1990	1876	Fertilizers
11	2013	Vipin Khatri	22-08-1989	1890	Civil Aviation
12	2013	Pooja Singh	22-10-1989	1891	Civil Aviation
13	2013	Sumit Kumar Agarwal	20-09-1990	1903	Information & Broadcasting
14	2013	Sachin - II	03-03-1992	1914	Development of NE Region
15	2013	Manuj Gupta	26-10-1989	1922	Civil Aviation
16	2013	Harit Kumar	08-03-1987	1953	Health & Family Welfare
17	2013	Nishant Pandey	28-09-1989	1955	Social Justice & Empowerment
18	2013	Himanshu	01-09-1986	1957	Corporate Affairs
19	2013	Balram Sharma	23-04-1989	1960	Culture
20	2013	Arvind Kumar - I	27-01-1987	1976	Science and Technology
21	2013	Rahul Chhabra	26-05-1991	1980	Home Affairs
22	2013	Deepak Kumar Bhatt	18-08-1988	1981	Health & Family Welfare
23	2013	Agam Mittal	05-07-1989	1985	Health & Family Welfare
24	2013	Vishal Sharma	27-08-1991	1987	Culture
25	2013	Darpan Arora	24-10-1988	1990	Civil Aviation
26	2013	Aditya Gosain	17-06-1989	1991	Tribal Affairs
27	2013	Faizan Ahmad	19-07-1990	1994	Social Justice & Empowerment
28	2013	Harmanjit Singh	28-09-1989	1996	Housing & Urban Affairs
29	2013	Parmod	13-11-1991	2000	Defence
30	2013	Manish Kumar Singh	12-11-1989	2001	Youth Affairs & Sports
31	2013	Pradeep Khatri	24-07-1990	2002	Promotion of Industrial & Internal Trade
32	2013	Achintya Chandra	13-03-1988	2003	Housing & Urban Affairs
33	2013	Abhishek Katara	25-08-1987	2005	Personnel & Training
34	2013	Alka Sharma	25-10-1992	2006	Civil Aviation
35	2013	Narender Dahiya	02-02-1989	2012	Defence
36	2013	Ishita Dubey	23-11-1988	2014	Environment & Forests
37	2013	Deepak Goel	19-02-1988	2026	Road Transport & Highways
38	2013	Anjana	05-01-1991	2030	New & Renewable Energy
39	2013	Abhishek kumar Shukla	28-07-1988	2034	Jal Shakti
40	2013	Anshul Malik	08-10-1989	2036	Telecommunications
41	2013	Ashok Kumar - III	13-04-1986	2046	Science and Technology
42	2013	Rahul Gupta	06-10-1989	2047	Expenditure
43	2013	Ishwar Dutt	05-08-1988	2056	Civil Aviation
44	2013	Kaushal Upadhyay	29-07-1989	2058	Civil Aviation
45	2013	Ankit Dudeja	05-02-1989	2061	Telecommunications
46	2013	Chetan Kumar	31-08-1988	2067	CAB SEC.
47	2013	Pardeep Kumar	15-08-1990	2071	CAB SEC.

48	2013	Satyam Kumar	12-01-1989	2072	Defence
49	2013	Kapendra Dubey	10-12-1987	2073	Information & Broadcasting
50	2013	Harpreet Kaur	15-07-1989	2074	Corporate Affairs
51	2013	Amit Rathi	25-01-1988	2077	Social Justice & Empowerment
52	2013	Akash Garg	12-08-1989	2078	Science and Technology
53	2013	Tarun Khanna	28-12-1986	2079	Food & Public Distribution
54	2013	Piyush Ujawane	17-03-1987	2085	Housing & Urban Affairs
55	2013	Anshul Khurana	27-01-1991	2093	Expenditure
56	2013	Sayantan Saha	20-04-1991	2096	Housing & Urban Affairs
57	2013	Sarfaraaj Ahamad	20-10-1989	2102	Petroleum & Natural Gas
58	2013	Chandan Singh Gahlot	30-08-1988	2103	Personnel & Training
59	2013	Ajeet Shukla	21-09-1989	2104	Jal Shakti
60	2013	Pushpinder Singh	24-06-1988	2105	Defence
61	2013	Kshitize Vashisht	24-10-1988	2106	Textiles
62	2013	Nitish Kumar	11-03-1991	2110	Science and Technology
63	2013	Brajesh Kumar Singh	15-11-1988	2112	Tribal Affairs
64	2013	Gaurav Asija	03-10-1988	2117	Expenditure
65	2013	Kaushal Kishor Garg	23-02-1989	2127	Food & Public Distribution
66	2013	Nitish Goel	28-11-1989	2141	Expenditure
67	2013	Punit	20-05-1990	2153	Civil Aviation
68	2013	Ishan Kochhar	09-02-1989	2157	Road Transport & Highways
69	2013	Parvesh Kumar - I	29-05-1990	2158	Housing & Urban Affairs
70	2013	Vicky	05-06-1986	2159	Corporate Affairs



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