

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 23rd August, 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 06/09/2021 to 08/10/2021 (113th 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. **06/09/2021 to 08/10/2021**. 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.

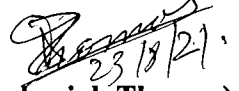
4. The online Level B training does not involve any study tour. Hence, no TA/DA shall be admissible to any participant.

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. **Shri Pramod Kumar Jaiswal, Deputy Director**, (pk.jaiswal@nic.in) Phone No. 26737506, M. No. 9868839734.

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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. **Shri Pramod Kumar Jaiswal, Deputy Director**, ISTM, Admn. Block, Old JNU Campus, New Delhi. The list of officers, who report for training on **06th September, 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)

**LIST OF OFFICERS FOR LEVEL- "B" ONLINE TRAINING PROGRAMME BY ISTM FROM
06/09/2021 TO 08/10/2021 (113th Batch)**

S.No.	Year	Name	Date of Birth	Rank	Ministry
1	2013	Vipul Arora*	27-01-1991	1106	Corporate Affairs
2	2013	Ravi Papnai*	15-09-1987	1156	Home Affairs
3	2013	Rahul Shukla*	28-10-1992	1564	Defence
4	2013	Deepak Vats*	09-11-1988	1784	Defence
5	2013	Priya Vratt Dixit*	09-07-1989	1830	Housing & Urban Affairs
6	2013	Manohar Kumar Chaturvedi*	08-03-1988	1835	Home Affairs
7	2013	Manish Kumar Singh*	12-11-1989	2001	Youth Affairs & Sports
8	2013	Kaushal Upadhyay*	29-07-1989	2058	Civil Aviation
9	2013	Mudit Yadav	02-08-1988	2160	Expenditure
10	2013	Nishant	07-02-1991	2395	Defence
11	2013	Yudhveer Kilhore	28-03-1991	2400	Health & Family Welfare
12	2013	Rashmi	08-07-1991	2403	Civil Aviation
13	2013	Sumit Jatin	01-04-1991	2406	Defence
14	2013	Vikash Singh	09-10-1989	2407	Defence
15	2013	Vishal Tyagi	01-03-1989	2419	Expenditure
16	2013	Ankush Mittal	24-02-1991	2422	Expenditure
17	2013	Neelima Goel	12-09-1988	2425	Civil Aviation
18	2013	Sumit Kumar Dahiya	21-09-1988	2428	Home Affairs
19	2013	Anil Kumar Budania	06-09-1986	2437	Defence
20	2013	Sumit Sehrawat	12-05-1988	2438	Information & Broadcasting
21	2013	Ankit	12-08-1988	2439	Expenditure
22	2013	Ashish Soni	03-08-1989	2440	Civil Aviation
23	2013	Komaljeet Kaur Seera	14-01-1991	2441	Information & Broadcasting
24	2013	Saurav Dhingra	17-11-1988	2451	Expenditure
25	2013	Vidyasagar Malempati	09-06-1986	2453	Jal Shakti
26	2013	Saurabh Bisht	29-04-1989	2457	Education
27	2013	Prateek Chaubey	25-09-1987	2458	Defence
28	2013	Deepak Rathee	25-10-1988	2460	Expenditure
29	2013	Ankita Saini	01-10-1989	2466	Home Affairs
30	2013	Gaurav Kumar Rana	28-01-1990	2469	Expenditure
31	2013	Rohit Singh Jadaun	17-11-1988	2473	Information & Broadcasting
32	2013	Utkarsh Mishra	11-08-1990	2475	Science and Technology
33	2013	Neeraj Chandra Pujari	28-12-1986	2487	Youth Affairs & Sports
34	2013	Akshay Solanki	27-02-1990	2489	Skill Development
35	2013	Neha Rani (Bansal) Jain	04-11-1986	2492	Health & Family Welfare
36	2013	Ajay Rana	14-01-1989	2497	Civil Aviation
37	2013	Abhishek Goel	25-05-1988	2499	Expenditure
38	2013	Atul Agrawal	24-09-1992	2500	Expenditure
39	2013	Naveen Kumar Saini	04-02-1990	2509	Information & Broadcasting
40	2013	Monika Khatri	14-03-1988	2527	Civil Aviation
41	2013	Pawan Kumar Tiwari	20-01-1987	2529	Defence
42	2013	Somit Kumar Mishra	01-06-1988	2540	Information & Broadcasting
43	2013	Sumit Raj	04-04-1989	2544	Science and Technology
44	2013	Manoj Kumar - IV	11-08-1990	2552	Defence
45	2013	Rajat Gupta	03-06-1991	2553	Expenditure
46	2013	Kumar Saurav	03-02-1989	2555	Expenditure
47	2013	Yog Vohra	02-09-1987	2569	Youth Affairs & Sports
48	2013	Radhika Goel	19-07-1988	2572	Education
49	2013	Jaideep Singh Shekhawat	30-01-1990	2573	Culture
50	2013	Parveen Beniwal	20-01-1989	2575	Defence
51	2013	Ashish Saini	24-03-1988	2580	Civil Aviation
52	2013	Sonia	24-02-1988	2589	Housing & Urban Affairs
53	2013	Ayush Kumar	12-09-1987	2590	Defence

54	2013	Deepak Nailwal	27-12-1987	2593	Personnel & Training
55	2013	Omprakash	12-07-1989	2597	MoSPI
56	2013	Avinav Tiwari	16-07-1990	2598	Civil Aviation
57	2013	Sugeet Singh	02-10-1988	2604	Personnel & Training
58	2013	Preetam	19-12-1989	2608	Rural Development
59	2013	Rahul Kumar - VII	08-10-1991	2609	Defence
60	2013	Meetush John	01-02-1990	2610	Expenditure
61	2013	Vishesh Arora	07-01-1989	2611	Defence
62	2013	Utsa Banerjee	10-02-1986	2617	PMO
63	2013	Piyush Malyan	20-01-1989	2618	Health & Family Welfare
64	2013	Gaurav Bhatt	16-11-1988	2621	Defence
65	2013	Nancy Agarwal	19-12-1990	2625	Culture
66	2013	Mukesh Kumar	21-06-1990	2627	Expenditure
67	2013	Ankit Gupta	19-06-1991	2638	Expenditure
68	2013	Amit Verma	05-11-1986	2640	Expenditure
69	2013	Neha Upadhyay	24-04-1990	2641	Personnel & Training
70	2013	Manish Katariya	03-07-1989	2644	Expenditure

***These renominted officers shall attend the training compulsorily and would be deemed to have been relieved for the purpose, as this their final opportunity to avail the mandatory training required for being eligible for next promotion.**

