

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 10th September, 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 27/09/2021 to 29/10/2021 (114th 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. 27/09/2021 to 29/10/2021. 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. **Sh. Yogesh Dwivedi, Deputy Director (Course Director)**, (yogesh.dwivedi@nic.in) 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 **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
27/09/2021 TO 29/10/2021 (114th Batch)**

S.No.	Year	Name	Date of Birth	Rank	Ministry
1	2013	Pankaj Bhardwaj*	30-01-1991	399	NDMA
2	2013	Rashmi Tyagi*	13-03-1988	1843	Civil Aviation
3	2013	Punit*	20-05-1990	2153	Civil Aviation
4	2013	Jyotika Gupta*	19-10-1988	2189	Health & Family Welfare
5	2013	Priya Garg*	29-12-1990	2276	Corporate Affairs
6	2012	R D. Iyer*	25-09-1968	-	Housing & Urban Affairs
7	2003	Lalbeiksang	06-10-1965	-	Expenditure
8	2013	Ashok Madabhushi	04-08-1989	4208	DPIIT
9	2013	Sachin - I	03-09-1986	2649	Animal Husbandary
10	2013	Sharma Avijit	24-12-1989	2656	Social Justice & Empowerment
11	2013	Kumar Shekhar	17-08-1989	2657	Housing & Urban Affairs
12	2013	Sumit Kumar - II	01-01-1990	2662	Personnel & Training
13	2013	Himanshu Kumar Singh	01-10-1990	2665	Information & Broadcasting
14	2013	Nishi Kant Kumar	21-08-1990	2668	Culture
15	2013	Dhananjay Chawla	08-01-1989	2675	Education
16	2013	Akash Chauhan	25-09-1990	2676	CAB SEC.
17	2013	Jaivir Singh	10-05-1984	2684	Promotion of Industrial & Internal Trade
18	2013	Mandeep Phalswal	17-03-1989	2691	Expenditure
19	2013	Sachin - III	08-06-1989	2698	Expenditure
20	2013	Ajay Kumar Jindal	17-11-1989	2701	Expenditure
21	2013	Shivani Bajpai	20-05-1991	2704	Expenditure
22	2013	Rooshan Kumar Mishra	30-10-1988	2714	Civil Aviation
23	2013	Bipin Ladia	10-06-1988	2715	Education
24	2013	Akash Mittal	03-01-1989	2720	Personnel & Training
25	2013	Khadija Tul Kubra	30-07-1988	2725	Defence
26	2013	Prince Kuleria	26-06-1989	2726	Health & Family Welfare
27	2013	Suraj Pandey	19-05-1991	2727	Power
28	2013	Prince Singla	02-02-1991	2732	Corporate Affairs
29	2013	Sandeep Kumar - II	15-10-1991	2733	Expenditure
30	2013	Vinay Kumar	25-12-1988	2734	Civil Aviation
31	2013	Ravinder Kumar	26-09-1989	2737	Civil Aviation
32	2013	Arpit Sharma	30-06-1990	2738	Defence
33	2013	Ravi Mann	19-02-1990	2747	Environment & Forests
34	2013	Sahil Mangla	02-10-1987	2768	Expenditure
35	2013	Abhisek Kumar Singh	14-02-1986	2777	Information & Broadcasting
36	2013	Kapil Malik	28-11-1989	2782	Textiles
37	2013	Kapil Chauhan	30-10-1987	2791	Information & Broadcasting
38	2013	Sandeep Kumar - I	23-08-1990	2792	Defence
39	2013	Pankaj Ahlawat	18-03-1991	2795	Environment & Forests
40	2013	Ritesh Yagyanik	09-08-1990	2796	Defence
41	2013	Mantosh Kumar	10-01-1989	2806	Expenditure
42	2013	Vishesh Kumar	05-02-1990	2812	Environment & Forests
43	2013	Amit Anurag	26-01-1988	2814	Expenditure
44	2013	Bharati	02-06-1988	2819	Information & Broadcasting
45	2013	Mohd Rizwan Siddiqui	04-12-1986	2820	Defence
46	2013	Nitin Kumar Singh	13-03-1988	2822	Defence
47	2013	Uma Agarwal (Gupta)	22-01-1990	2828	Corporate Affairs
48	2013	Himanshu Manori	12-10-1990	2829	NDMA
49	2013	Rajesh Kumar - I	15-05-1990	2835	Defence
50	2013	Madhav Kumar Jha	02-01-1988	2836	Expenditure
51	2013	Hitesh Pareek	28-01-1992	2841	Coal

52	2013	Apoorv Kumar	09-09-1990	2848	Environment & Forests
53	2013	Ashish Kumar Singh	09-05-1990	2852	Shipping
54	2013	Vineet Kumar - I	24-08-1986	2854	AYUSH
55	2013	Vijay Kumar Bhatt	14-11-1989	2855	Environment & Forests
56	2013	Dhananjay Kumar	20-05-1992	2856	Defence
57	2013	Nipun Dubey	28-01-1987	2863	Defence
58	2013	Ved Bajpai	22-03-1988	2872	Housing & Urban Affairs
59	2013	Mitika Rani	02-03-1991	2873	Housing & Urban Affairs
60	2013	Abhishek Bajpai	16-11-1988	2881	Defence
61	2013	Nimisha Sharma	12-08-1987	2882	Telecommunications
62	2013	Ruchi Rawat	27-01-1989	2890	Shipping
63	2013	Ankita Jain	30-12-1989	2894	Expenditure
64	2013	Alok Ranjan	02-01-1988	2895	Food & Public Distribution
65	2013	Ashish Sharma - I	16-10-1991	2898	Health & Family Welfare
66	2013	Bishwajeet kumar Singh	16-03-1988	2905	Defence
67	2013	Siddharth Singh	01-07-1992	2910	Heavy Industries
68	2013	Puneet Kumar - II	27-03-1986	2917	Labour & Employment
69	2013	Vikas Gupta	14-10-1989	2918	Promotion of Industrial & Internal Trade
70	2013	Shashank Bansal	06-11-1990	2926	Personnel & Training

*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.

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