

F.No.7/7/2013-CS.I(A)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
(Department of Personnel and Training)

\*\*\*\*\*

2<sup>nd</sup> floor, Lok Nayak Bhavan  
Khan Market, New Delhi-110003  
Dated the 7<sup>th</sup> January, 2016

OFFICE MEMORANDUM

Subject: Assistant Section Officers' (Direct Recruit) Foundational Training Programme from 01.02.2016 to 01.04.2016 at Institute of Secretariat Training & Management, New Delhi.

The undersigned is directed to say that all the direct recruit Assistant Section Officers, presently working in various participating Ministries/ Departments of CSS and who have not undergone the mandatory foundational training programme, are nominated to the ASO(DR)-FTP to be held from **01.02.2016 to 01.04.2016 at ISTM, New Delhi**. A list of nominated officers is attached. If any other such ASO (DR) who has not undergone the training but his name does not figure in the list, should also attend this programme. All the nominated ASOs may note that they **shall stand relieved** from the concerned cadre units for the aforesaid training. They shall report at ISTM, New Delhi at 9:00 a.m. on 1<sup>st</sup> February, 2016 without waiting for any further relieving order from their controlling Ministry/ Department. No request for exemption from training shall be entertained. Failure to attend the training may result in disciplinary action.

2. Ministries/ Departments may also advise the nominated ASOs to report at ISTM, New Delhi on the stipulated date for the ASO(DR)-FTP. The Ministries/ Departments may appreciate the importance of basic training in providing suitable skilled manpower to cadre-units and co-operate in imparting training to direct recruit ASOs and are requested to avoid issuing any directions to the nominated ASOs differing from those contained herein. It is imperative to note that all logistic arrangements in respect of these officers have been made. Successful completion of training is mandatory for completing the probation by the DR ASOs and their confirmation.



(Parminder Singh)

Under Secretary to the Government of India

Tel:011-24642705

e-mail: parminder.edu@nic.in

To,

1. All the participating Ministries/ Departments of CSS.
2. Officers concerned for compliance.
3. Institute of Secretariat Training & Management, Administrative Block, Old JNU Campus, New Delhi-110067.



SNo.	Name	Rank/2012	Cadre	D.O.J
1	Anju Rani	2103	Agriculture	10-10-13
2	Ujjwal Prakash Srivastava	1956	Chemical & Fertilizers	02-09-13
3	P Ravi Kumar	2303/2013	Coal	15-07-15
4	Devreen Bhakta	3758	Defence	18-12-14
5	Mukesh Sah	3119	Defence	03-03-14
6	Pankaj Dahiya	709	Defence	01-01-14
7	Subhajit Chatterjee	1545	Defence	20-01-14
8	Vamsi krishna Barabari	3829	Defence	27-12-13
9	Andrew Zomawia karthak	3983	Expenditure	22-01-14
10	Deependra Singh	2333	Expenditure	18-12-13
11	Gaurav Singhi	277	Expenditure	26-05-14
12	Kamya Singh	4014	Expenditure	14-11-13
13	Saghir Ahmed	1900	Expenditure	28-03-14
14	Sunil Yadav	2566	Expenditure	30-08-13
15	Budh Ram Meena	4007	Fertilizers	20-09-13
16	Rajni Goyal	1483	Fertilizers	17-12-13
17	Raunak Jain	964	Fertilizers	30-10-14
18	Soumyajit Roy	1342	Food & Public Distri.	11-11-13
19	Divya Prakash	1035	Health	17-12-13
20	Punit Kumar Gelra	1868	Health	02-06-14
21	Ravi Kumar	2931	Health	11-12-13
22	Nimesh Kumar Pandey	1157	Higher Education	01-06-15
23	Ashish Parashar	1630	MSME	07-11-14
24	Sonal Negi	1392	MSME	27-11-14
25	Avneesh Chawla	876	Personnel and Training	16-12-13
26	Prashant	3522	Personnel and Training	02-06-14
27	Sahas Nukathoti	3658	Personnel and Training	10-03-14
28	Sangeeta Saran	1906	Personnel and Training	22-12-14
29	Abhishek Sharma	2061	Posts	03-11-14
30	Sandeep Kumar	3621	Posts	07-04-14
31	Avkash Kumar	4159	Power	10-11-13
32	Mohit Goyal	442	Power	20-09-13
33	Arun Singh Shekhawat	1302	Road Trans & Highways	30-12-13
34	Dharamveer Meena	4140	Road Trans & Highways	07-03-14
35	Deepak singh	4086	Rural Development	11-07-14
36	Ravi Sangwan	719	Rural Development	25-03-14
37	Sudhir Kumar	4122	Skill Devp & Entrp.	01-12-14
38	Inshul Chawla	1132	Social Justice	27-05-14
39	Narendra Kumar	3532	Social Justice	01-10-14
40	M Gayathri	2417	Supply	16-12-13
41	Anurag Sharma	2198/2011	Telecommunication	31-12-12
42	Deblina Maity	1889	Tribal Affairs	20-01-14
43	Simant kumar	2958	UPSC	01-01-14
44	Rajesh Kumar	3167	Urban Development	16-01-14
45	Vipin Malik	2288	Urban Development	06-03-14