

8/4/2015-CS.I (Trg) Vol.2
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-I Section

New Delhi, dated the ^{3rd} March, 2016

OFFICE MEMORANDUM

**Subject : Level 'E' Training Programme for Officers of CSS at ISTM
for the period 14/03/2016 to 29/04/2016.**

The undersigned is directed to inform that Officers of the CSS whose names are given in **Annexure-I** have been nominated to participate in the Level 'E' Training Programme being conducted by ISTM. It is requested that the nominated officers may be relieved of their duties and advised to report to **Ms Geetha Nair, Joint Director/Course Director**, ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at **9.00 A.M. on 14th March, 2016.**

2. As the training of the officers and its successful completion is mandatory, in terms of DOP&T Notification **G.S.R.197(E) dated 19th March 2010**, the Ministries/ Departments are requested to ensure that the officers nominated to the above training are **relieved in time**. The performance of the officers in the training will be evaluated and the reports thereof would be added in their APARs while considering r their next promotion. No request for withdrawal of nomination either from the Ministry/Department or from the officer concerned shall be entertained by this Department or ISTM as this would have an effect on the promotion of the officers. **The officers who do not attend or successfully complete the Level 'E' training programme will be liable to debarment and denial of promotion as envisaged in DOP&T OM No.1/1/2009-CS.I(Trg) dated 24.02.2010 and OM No.8/11/2010-CSI(Trg) dated 05.04.2010.**

3. The aforesaid training includes an overseas component, study/field visit and project preparation/presentation. The expenditure on overseas training is estimated to be Rs.3,00,000/- (Rupees Three Lakhs) per participant. The expenditure towards this will be met by the ISTM. However, the expenditure in terms of project report presentation will be Rs.2,500/- which will be borne by the concerned Ministries/ Departments. This amount may be sanctioned in the name of the participating officers.

4. The officers who are being nominated for the third (and final) chance will be deemed as relieved to attend the training with effect from the date of commencement of the training at ISTM. As such, they will be mandatorily required to report for duty on the date of commencement of the training, failing which their career could stand seriously jeopardized. No requests, whatsoever for relaxation in respect of such officers (nominated for the third time) will be entertained.

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5. The participants are required to indicate at least three public policy areas they would like to work on during the training programme in the project study. They are also requested to furnish the following documents immediately:-

- (a) Annexure-II duly filled in.
- (b) The nominated officer should apply online for official passport, if he/she does not have an official passport already, and attach a print out of the online application submitted for official passport., and
- (c) Two copies of passport size photograph with white background.

This information may be sent to **Ms Geetha Nair, Joint Director/Course Director** , ISTM, New Delhi **at the earliest.**

6. Confirmation with regard to the participation of the officers may please be sent immediately to **Ms Geetha Nair, Joint Director/Course Director, ISTM** New Delhi who is accessible on Phone No. 26108946 (O), M.No. 9910110249..

Encls.: Annex.I & Annex.II



(V. Srinivasaragavan)

Under Secretary to Government of India
Tele. : 24629412

To

**Ministry/Department of
All Cadres { Joint Secretary(Admn.) concerned }**

New Delhi.

Copy forwarded for information & necessary action to :-

- (1) ISTM **Ms Geetha Nair, Joint Director/Course Director**:- Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers, who report for training on 14th March, 2016 may please be furnished to the undersigned next day positively.**
- (2) Training Division, Deptt. of Personnel & Training , JNU Campus, New Delhi.
- (3) PA to Dir(CS.I)/PA to US(U)/US(D)
- (4) Guard file
- (5) Web site of this Department (www.persmin.nic.in>DOPT>Central Secretariat>CSS/Training Nomination Circulars/US)
- (6) Hindi Section, DOP&T, New Delhi - For Hindi version.

Annexure I

**List of Under Secretaries of CSS For Level 'E' Training Programme at ISTM
from 14/03/2016 to 29/04/2016**

| S.No. | CSL No. | Name of the Officer | DoB | Ministry/Department |
|-------|---------|---------------------------|-------------|--|
| 1 | 6258 | Dhirendra Kumar* | 18-Feb-66 | Food |
| 2 | 5826 | Kishan Pal* | 20-Apr-59 | Consumer Affairs |
| 3 | 5827 | Sanjay Wadhwan* | 01-Mar-61 | Health & FW |
| 4 | 5828 | Renu Satija* | 04-Oct-59 | Woman & Ch. Dev. |
| 5 | 5835 | Kanwar MS Khalsa* | 01-Apr-67 | Labour & Emp. |
| 6 | 5954 | Arun Kumar Dhyani* | 23-Apr-64 | MHA |
| 7 | 5956 | Chandra Sekhar Prasad* | 25-Jun-65 | Health & FW |
| 8 | 6525 | Sumitra Singh(Smt.)* | 25-Aug-65 | Defence |
| 9 | 6577 | Alice Roseline Tete* | 05-Sep-68 | Rural Dev. |
| 10 | 6578 | Pankhi Lal Meena* | 05-Jul-68 | Home Affairs |
| 11 | 6580 | Ram Charan Meena* | 20-Feb-66 | PoE, Jaipur under MOIA |
| 12 | 5963 | CB. Zoya(Smt.)* | 26/May/60 | DoPT / On Deputation Passport Office, Thiruvananthapuram |
| 13 | 5667 | K K Saxena* | 15/Jan/59 | Commerce (Supply) |
| 14 | 5964 | Vir Vikram S Kharayat | 28/Jul/1964 | Fin Services |
| 15 | 5984 | Padmaja(Sharma) Vashistha | 16/Jun/1966 | Info & Broadcasting |
| 16 | 5644-A | Ashish V Gawai | 6/Jan/1969 | HFW |
| 17 | 5960 | Vivek Ashish | 4/Jan/1966 | Expenditure |
| 18 | 5961 | Shardendu Shekhar Prasad | 12/Jan/1959 | Rural Dev. |
| 19 | 5962 | T. Narasimhan | 25/May/1962 | Home Affairs |
| 20 | 5968 | Shankar Lal | 5/Jan/1959 | UPSC |
| 21 | 5969 | Paramjit Singh Walia | 7/Jul/1960 | Defence/On Deputation to D/o Revenue |
| 22 | 5972 | Smarjit Kumar Biswas | 19/Apr/1964 | UPSC |
| 23 | 5973 | Sanjay Kumar Singh | 17/Aug/1962 | I&B |



| | | | | |
|----|------|--------------------------|-------------|-------------------|
| 24 | 5974 | Akhil Chandra Jha | 3/Jul/1961 | Commerce |
| 25 | 5976 | Jitender Kumar Mehan | 15/Jul/1968 | Defence |
| 26 | 5980 | Neeta Tahiliani(Smt.) | 22/Apr/1962 | Rural Dev. |
| 27 | 5990 | Deepankar Dutta | 3/Nov/1963 | Culture |
| 28 | 5992 | K. Murali | 5/Jul/1961 | Steel |
| 29 | 5994 | Uma Shankar Thakur | 20/Dec/1965 | Expenditure |
| 30 | 5998 | Kamlesh Kumar Sinha | 20/Jun/1964 | Defence |
| 31 | 6002 | Mrityunjaya Kumar Mishra | 26/Jun/1964 | MSME |
| 32 | 6004 | Rajesh Jaiswal | 25/Feb/1963 | UD |
| 33 | 6006 | Hemant Kumar Srivastava | 31/Mar/1964 | On Deputation MEA |
| 34 | 6014 | D V Kameswara Rao | 30/Aug/1963 | WCD |
| 35 | 6016 | Balram Singh Bhandari | 23/Oct/1958 | Sc. & Technology |
| 36 | 6018 | Ashok Kumar Das | 24/Nov/1961 | Agri & Coop |
| 37 | 6020 | Sudhir Kumar | 22/Jun/1963 | Health & FW |
| 38 | 6024 | Niraj Kumar Sinha | 20/Dec/1964 | Agri & Coop |
| 39 | 6026 | Balram Prasad Bimal | 7/May/1964 | Corporate Affairs |
| 40 | 6029 | Dinesh Chander Bijalwan | 16/Sep/1961 | Cab Sect |
| 41 | 6032 | Ashok Kumar Patro | 14/May/1962 | Youth Affairs |
| 42 | 6034 | D C Pathak | 5/Jun/1961 | Justice |
| 43 | 6036 | Rupak Das Talukdar | 1/May/1963 | UD |

****THIRD AND FINAL NOMINATION**

***SECOND NOMINATION**

Note:

The officers who are nominated for the third and final chance are **Deemed to have been Relieved** for the training.



DETAILS OF VISITS ABROAD DURING LAST THREE YEARS 2013, 2014 & 2015

Name of the Officer:

CSL No.:

| | | 2013 | 2014 | 2015 |
|-----|--|-------------|-------------|-------------|
| (a) | No. of Visits made | | | |
| (b) | Countries visited | | | |
| (c) | Period of deputation/ stay in each country with date | | | |
| (d) | Purpose of visit | | | |

Signature of the officer with date

Full Name

Office Address