

No. 8/3/2016-CS.I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
CS-I Section

New Delhi, dated the 17th June, 2016

OFFICE MEMORANDUM

Subject : Level 'E' Training Programme for Officers of CSS at ISTM for the period from 04/07/2016 to 19/08/2016.

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 from **04/07/2016 to 19/08/2016**. It is requested that the nominated officers may be relieved of their duties and advised to report to **Shri R K Kundi, Deputy Director/Course Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi- 110067 at 9.00 A.M. on 4th July, 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 their next promotion. No request for withdrawal of nomination either from the Ministry/Department or from the officers 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. As per the DoPT's OM No. T-25017/01/2014-Trg. (ISTM) dated 11th August, 2015, postponement from participation in the first chance may be permitted with the approval of Joint Secretary (CS Division) and postponement from the second chance to the third chance may be permitted with the approval of Secretary (P). No postponement may be permissible beyond 3rd chance.



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5. 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. It is also hereby informed that if an officer who is holding the post of Deputy Secretary on adhoc basis and has been nominated for the third time, fails to attend this programme, the process of reversion of the officer shall be initiated.

6. 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 **Shri R K Kundi, Deputy Director /Course Director, ISTM, New Delhi at the earliest.**

7. Confirmation with regard to the participation of the officers may please be sent immediately to **Shri R K Kundi, Deputy Director/Course Director, ISTM New Delhi** who is accessible on Phone No. 26185314 (O), M. No. 9810864709.

Encls.: Annex.I & Annex.II



(Biswajit Banerjee)

Under Secretary to Government of India

Tele. : 24629413

To

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

New Delhi.

Copy forwarded for information & necessary action to :-

- (1) ISTM **Shri R K Kundi, Deputy Director/Course Director**, Administrative Block, Old JNU Campus, New Delhi-110067. **The list of officers, who report for training on 4th July, 2016 may please be furnished to the undersigned on 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 04/07/2016 to 19/08/2016**

S.No.	CSL No.	Name of the Officer	DoB	Ministry/Department
1	4900-A	S. Gopala Krishna#	4/Aug/1970	Defence
2	5103	Neeta Gupta#	29/Aug/1960	MHA
3	5928	Supriya Saha#	11/Oct/1963	Defence
4	5827	Sanjay Wadhwan**	01-Mar-61	Health & FW
5	5828	Renu Satija**	04-Oct-59	Woman & Ch. Dev.
6	6525	Sumitra Singh(Smt.)**	25-Aug-65	Defence
7	6577	Alice Roseline Tete**	05-Sep-68	Rural Dev.
8	6578	Pankhi Lal Meena**	05-Jul-68	Home Affairs
9	6580	Ram Charan Meena**	20-Feb-66	PoE, Jaipur under MOIA
10	5964	Vir Vikram S Kharayat**	28/Jul/1964	Fin Services
11	6006	Hemant Kumar Srivastava**	31/Mar/1964	Env/Forests (On Deputation MEA)
12	6032	Ashok Kumar Patro**	14/May/1962	Youth Affairs
13	6129	V T Joseph**	2/Jan/1960	Woman & Ch. Dev.
14	6136	G. Srinivasan**	18/Oct/1965	Commerce
15	6138	Bimal Kumar**	25/May/1967	Health & FW
16	6150	Anandi Venkateswaran(Smt.)**	13/Jul/1966	Defence (On Dep MEA)
17	6159	Poornima Malik(Smt.)**	3/May/1962	Corporate Affairs
18	5992	K. Murali*	5/Jul/1961	Steel
19	6160	Anurag Sharma*	30/Sep/1963	DoPT (On Deputation to TRAI)
20	6166	Anil Bhandula*	12/Feb/1965	Corporate Affairs
21	6172	Anil Kumar Gupta*	22/Apr/1962	Health & FW
22	6175	Uday Sankar Chattopadhyay*	12/Jun/1960	DoPT (On Deputation to ISTM)
23	6186	Yash Paul Dhewal*	28/Jul/1966	UD (On Deputation to O/o Pr. Sc. Adviser)
24	6198	K. Salil Kumar*	25/Apr/1968	DoPT
25	5397	D N Sahoo	5/May/1960	HFV
26	5687	B D Barua	21/Dec/1960	Eco. Aff.
27	5799	Chandan Mukherjee #	30/Mar/1963	DoPT

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S.No.	CSL No.	Name of the Officer	DoB	Ministry/Department
28	6149	N Mohan Ranganathan	5/Jan/1963	Ch. & Petrochemicals
29	6314	N B Mani	10/Jun/1967	Defence
30	6200	S P Singh Teotia	11/Jul/1966	Overseas Indian Affairs
31	6204	Narendra Singh	2/Jan/1964	On Deputation to Passport Office-Delhi
32	6205	Devashis Bose	22/Oct/1961	MHA
33	6207	Debanjana Ray	15/Oct/1961	Youth Affairs & Sports
34	6208	E. Gayathri (Smt.)	28/May/1964	On Deputation – Comp. Comm. Of India
35	6209	Vinod Krishan Verma	14/Mar/1963	Higher Education
36	6212	Debabrata Banerjee	27/Aug/1964	UPSC
37	6213	Anand Upadhyay	9/Oct/1964	DOP&T
38	6214	Shambhu Nath Jasra	24/Apr/1966	Agri.,Coop. & Farmers Wel.
39	6215	Beena Elizabeth Chakravarty (Smt.)	31/Aug/1963	Env & Forests
40	6216	S K Nanda	4/Apr/1963	Water Resources, River Dev. And Ganga Rejuvenation
41	6217	T. Nanda Kumar	26/Jul/1960	Skill Dev.
42	6218	J. Chitty Babu	18/Jun/1960	NDMA
43	6223	Sandesh Saxena	30/Jan/1964	Earth Science
44	6225	Dev Prakash Singh	1/Jan/1964	Labour & Emp.

****THIRD AND FINAL NOMINATION**

***SECOND NOMINATION**

The expenditure of Rs. 2,500/- towards project report presentation in respect of Shri Chandan Mukherjee may be borne by ISTM.

Note:-

- (i) The officers from S. No. 1 to S.No. 3 (marked #) in the list above are hereby deemed relieved from their cadre units to attend mandatory training programme as this is their last and final nomination. These officers are requested to join ISTM w.e.f. 4th July, 2016 without fail as non-joining this training programme will result in debarment of their promotion in future.
- (ii) 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 2014, 2015 & 2016

Name of the Officer:

CSL No.:

		2014	2015	2016
(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