

IMMEDIATE

No. 21/2/2019-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

3rd Floor, LokNayakBhawan,
Khan Market, New Delhi - 110003.

Dated 17.09.2019

OFFICE MEMORANDUM

Subject: Level-III Training Programme from 7th October, 2019 to 25th October, 2019 for PSs of CSSS - regarding.

The undersigned is directed to say that PSs of CSSS, whose names are given in the **Annexure** to this OM, have been nominated to participate in the Level-III Training Programme being conducted by the ISTM from 07.10.2019 to 25.10.2019. **It may be noted that successful completion of Level-III training programme will be essential for promotion to the grade of Principal Private Secretary.** The officers who do not attend or successfully complete the Level-III Training Programme will be liable to debarment and denial of promotion as envisaged in DOP&T OM No. T-25017/1/2015-Trg (ISTM Section) dated 4th July, 2016.

2. The concerned cadre authorities are, therefore, requested to ensure that the officers nominated to the above training programme be relieved in time.

3. All nominated officers for the above stated training programme are directed to visit the ISTM website, fill the online form and submit the same online **without fail** immediately. The link is **[http://www.istm.gov.in/home/online nomination form](http://www.istm.gov.in/home/online_nomination_form)**. The officers may take a print out of the form once filled up & submitted online, and then get it signed by their sponsoring authority, carry it with them on joining day of the course and submit the same to the course coordinator at ISTM.

4. As part of the Training Programme, the participants would be taken on a study tour. In order to meet the expenditure for the study tour, all the administrative Ministries/Departments are required to sanction an advance of Rs.45,000/- (Rupees forty five thousand only) as T.A. advance for each participant, along with their relieving order.

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5. It is requested that these officers may please be relieved of their duties with the direction to report to Shri Rajeev Kumar Jha, Assistant Director & Course Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. sharp on 07.10.2019.



(Dinesh)

Under Secretary to the Govt. of India

☎: 2465 4020

To

The Under Secretary (Admn.) of the concerned Cadre Units.

Copy to:-

1. Shri Rajeev Kumar Jha, Assistant Director & Course Director, ISTM, New Delhi. It is requested that **(i)** a copy^{each} of the signed from authenticated by the sponsoring authority and submitted by the participants & **(ii)** a list of participants not attended the training programme may please be furnished to this department at the earliest.
2. Training Division, DoP&T, Old JNU Campus, New Delhi.
3. Officers concerned (through website of DoP&T)

Annexure to the OM No. 21/2/2019-CS.II(A) dated 17.09.2019**List of PSSs of CSSS nominated for Level-III training programme to be held from 07.10.2019 to 25.10.2019**

| S.No. | Name (Shri/Smt. /Ms.) | Date of Birth | Cadre | SLY |
|--------------|------------------------------|----------------------|------------------|------------|
| 1 | Sanjeev Singh* | 10-04-1974 | Expenditure | 2010 |
| 2 | Anita Patrick* | 14-10-1967 | Power | 2010 |
| 3 | Rakesh Kumar* | 24-11-1971 | Expenditure | 2010 |
| 4 | Veena* | 15-07-1969 | Expenditure | 2010 |
| 5 | Anita Arora* | 23-09-1972 | Water Res. | 2012 |
| 6 | Suman Singh* | 08-06-1974 | PMO | 2013 |
| 7 | Naresh Kumar Bhatia* | 03-12-1962 | S&T | 2013 |
| 8 | Gulshan Kumar | 05-12-1962 | Labour | 2013 |
| 9 | Jitendra | 01-05-1973 | Power | 2013 |
| 10 | Sanjeev Sharma | 05-12-1966 | Water Res. | 2013 |
| 11 | Pushpa Gupta | 10-10-1965 | Commerce | 2013 |
| 12 | Anita Gambhir | 15-03-1962 | Commerce | 2013 |
| 13 | Raj Kumar Sharma | 20-07-1972 | PMO | 2013 |
| 14 | Abdash Kumar | 29-01-1968 | MHA | 2013 |
| 15 | Yogesh Kashyap | 15-05-1976 | Earth Science | 2013 |
| 16 | Subha S Raman | 03-09-1974 | Defence | 2013 |
| 17 | Neeraj Kumar | 10-06-1970 | Expenditure | 2013 |
| 18 | Soumen Thakur | 27-01-1970 | PMO | 2013 |
| 19 | Sunil Kumar Mehta | 15-06-1962 | UPSC | 2013 |
| 20 | Ramesh Kumar | 02-08-1975 | I&B | 2013 |
| 21 | Sudhir Kumar Wadhwa | 02-06-1966 | Expenditure | 2013 |
| 22 | Monika Manglik | 27-02-1975 | Culture | 2013 |
| 23 | Archana Bhatnagar | 11-07-1975 | NITI Aayog | 2013 |
| 24 | Sunita Arora | 15-09-1964 | Consumer Aff. | 2013 |
| 25 | Gulshan Kumar | 07-08-1962 | Civil Aviation | 2013 |
| 26 | Shailash Kumar Chauragade | 21-12-1973 | Housing & UA | 2013 |
| 27 | Sandip Kumar | 29-02-1976 | Heavy Industries | 2013 |
| 28 | Rachna Duggal | 16-03-1979 | Food & PD | 2013 |
| 29 | Anup Kumar | 08-07-1973 | MHA | 2013 |
| 30 | Yashpal | 21-07-1975 | Power | 2013 |
| 31 | Tarun Kumar | 29-04-1971 | MHA | 2013 |
| 32 | Harish Lugani | 03-06-1962 | Health & FW | 2013 |
| 33 | Meena Kumari | 03-07-1969 | HRD | 2013 |
| 34 | Anita Sharma | 16-01-1978 | I&B | 2013 |
| 35 | Indu Sood | 01-07-1961 | IP&P | 2013 |

* 2nd Nomination