

**No.8/5/2016-CS.I (Trg)**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**Department of Personnel & Training**  
**CS.I Training Section**

Lok Nayak Bhawan, New Delhi  
Dated the 18<sup>th</sup> May, 2016

**OFFICE MEMORANDUM**

**Subject : Level 'A' Training Programme at ISTM for Senior Secretariat Assistants (SSAs) during the period 06/06/2016 to 01/07/2016.**

The undersigned is directed to inform that SSAs, whose names are given in **Annexure I**, have been nominated for the Level 'A' Training Programme conducted by ISTM w.e.f. **06/06/2016 to 01/07/2016**. It is requested that these officials may be relieved of their duties and advised to report to **Shri Agam Aggarwal, Deputy Director (Course Director)**, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9.00 A.M. on 6<sup>th</sup> June, 2016**.

2. **The performance of the officials in the training as evaluated and reported by ISTM should be reflected in their APAR to be considered for 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.1/1/2009-CSI(Trg.) dated 24<sup>th</sup> February, 2010 as this would adversely affect the promotion of the officers. The training of the officials and successful completion is mandatory for promotion as per DOP&T Notification **G.S.R.483(E) dated 12<sup>th</sup> July 2013** and as **vigilance clearance is not required** for mandatory training programmes, the Cadre Units are requested to ensure that the officials nominated are relieved in time. **The officials who do not attend or successfully complete the Level 'A' 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 study tour and the officers nominated above may be advised to draw necessary TA/DA advance of Rs.15,000/- each from their respective Ministry/Department. This amount may be released in the name of the official and the same shall be collected by ISTM from the participating officials.

4. As per the DoPT's OM No. T-25017/01/2014-Trg. (ISTM) dated 11<sup>th</sup> 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 3<sup>rd</sup> chance.

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*RS*

5. Confirmation with regard to the participation of the officials may please be sent to **Shri Agam Aggarwal, Deputy Director (Course Director)**, (Phone No. 26175590, M.No. 9810957831), ISTM, New Delhi.



(Raju Saraswat)  
Under Secretary to Government of India  
Tele. : 24629413

To  
**Min/Dept.of  
Joint Secretary(Estt./Admn.)  
New Delhi.**

Copy forwarded to :-

1. ISTM, (Ms. Geetha Nair, Jt. Director) Administrative Block, Old JNU Campus, New Delhi-110067, w.r.t. their OM No. A-33083/3/2013-ISTM(Coord)/1316 dated 13<sup>th</sup> December, 2013.
2. ISTM, (**Shri Agam Aggarwal, Deputy Director (Course Director)**), Administrative Block, Old JNU Campus, New Delhi-110067. It is requested that a list of officers who report for training on **6<sup>th</sup> June, 2016** may please be furnished to this Department next day positively.
3. Training Division, Deptt. of Personnel & Training, Old JNU Campus, New Delhi for information.
4. CS-II (B) Section, DOP&T, Lok Nayak Bhawan, New Delhi.
5. Hindi Section, DOP&T, New Delhi - For Hindi version.
6. Web site of this Department ([www.persmin.nic.in](http://www.persmin.nic.in)>DOPT>Central Secretariat>CSS/Training Nomination Circulars/UDC)
7. Guard File.

**LEVEL A TRAINING PROGRAMME TO BE HELD AT ISTM (06.06.2016 TO 01.07.2016)**

Sl. No.	CSL No.	Name	Date of Birth	Ministry/Deptt
1	42	Preetha T.P.*	31-May-1974	Labour
2	43	Om Prakash*	1-Feb-1978	Expenditure
3	83	A. Vijaya Kumari*	16-Nov-1970	Labour
4	252	Pawan Yadav*	1-Jul-1977	IP&P
5	475	Ramachandra Mahto*	17-Jan-1974	Labour
6	707	Kashi Nath*	4-Dec-1965	Health & FW
7	720	Ramesh Chandra*	26-Aug-1972	Labour
8	755	Preeti Sharma*	7-Sep-1975	Supply
9	783	Shaily Agarwal*	26-Oct-1972	IP&P
10	791	Deepak John D Cruz*	1-Jan-1970	IP&P
11	799	Rajeev Ranjan*	19-Jun-1976	MS&ME
12	1940/2002	Prahlad Mahto	18-Jun-1963	Urban Development
13	13	Pradeep Kataria	9-Aug-1961	Expenditure
14	144	Arun Kumar Bhardwaj	24-Feb-1969	Defence
15	148	Joy Prakash	15-Aug-1970	Expenditure
16	174	Bhagwan Singh	1-Jul-1961	Telecom
17	175	Manoj Rawat	22-Apr-1976	Telecom
18	176	Amaresh Kumar	5-Sep-1973	Expenditure
19	181	Abhijit Ghosh Dastidar	28-May-1965	Expenditure
20	183	Bipin Kumar Karn	30-Apr-1974	Expenditure
21	199	Mool chand Tiwari	12-Nov-1958	Expenditure
22	200	R.H. Boir	10-Jul-1969	Expenditure
23	201	Dipanker Sen	23-Dec-1972	Expenditure
24	235	S.M. Paunikar	2-Jan-1969	Expenditure
25	272	I Srinivasa Rao	12-Apr-1966	Water Resources
26	350	Visheswar Prasad	28-Apr-1962	Expenditure
27	351	C.P. Dobal	8-Feb-1964	Expenditure
28	352	Sushil Kumar	10-Oct-1962	Expenditure
29	366	Kashi Kant	23-Dec-1959	Expenditure
30	367	Narain	4-Nov-1960	Expenditure
31	368	Kailash Singh	19-Jul-1962	Expenditure
32	370	S.C. Gupta	15-Jan-1960	Expenditure
33	371	Babu Ram	1-Jan-1960	Expenditure
34	372	Rohtas Singh	1-May-1962	Expenditure
35	373	L. Kkoloveson Anal	1-Mar-1971	Expenditure
36	376	Mohan Lal Mahto	6-Apr-1960	Mines
37	377	Ram Kishan Meena	19-Jul-1972	Mines

38	382	Anil Kumar Verma	6-Jun-1971	Water Resources
39	400	Vijay Pal Singh	2-Jul-1960	Mines
40	430	N. Ganesan	30-Apr-1969	Urban Development
41	461	Shashank Sinha	18-Jan-1967	Expenditure
42	462	Sumitra Devi	27-Aug-1965	Expenditure
43	492	Rajesh Saxena	16-Jul-1971	Telecom
44	509	A.B. Sharma	1-Jan-1968	Expenditure
45	532	K. Krishnamurthi	20-Jan-1967	Urban Development

\* SECOND NOMINATION