

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 26th April, 2016

OFFICE MEMORANDUM

Subject : Level 'A' Training Programme at ISTM for Senior Secretariat Assistants (SSAs) during the period 02/05/2016 to 27/05/2016.

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. **02/05/2016 to 27/05/2016**. It is requested that these officials may be relieved of their duties and advised to report to **Shri Moloy Sanyal, Deputy Director (Course Director)**, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at **9.00 A.M. on 2nd May, 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 24th 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 12th 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-CSI.(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 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. Confirmation with regard to the participation of the officials may please be sent to **Shri Moley Sanyal, Deputy Director (Course Director)**, (Phone No. 26102597, M.No. 9810961492), 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 13th December, 2013.
3. ISTM, (**Shri Moley Sanyal, 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 **2nd May, 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>DOPT>Central Secretariat>CSS/Training Nomination Circulars/UDC)
7. Guard File.

Annexure I**Level 'A' CSS Cadre Training Programme for UDCs at ISTM
(02/05/2016 to 27/05/2016)**

| S. No. | CSL No. | NAME OF THE OFFICER Sh./Smt./Ms. | DATE OF BIRTH | CADRE WHERE WORKING Ministry/Department |
|---------------|----------------|---|----------------------|--|
| 1 | 16 | Nuruddin | 10-May-1969 | Labour |
| 2 | 43 | Om Prakash II | 1-Feb-1978 | Financial Service |
| 3 | 83 | A. Vijaya Kumari | 16-Nov-1970 | Labour |
| 4 | 127 | Malashree Sarkar | 16-Oct-1969 | Coal |
| 5 | 153 | Arun Kumar Kumar | 2-Jun-1969 | Fertilizer |
| 6 | 252 | Pawan Yadav | 1-Jul-1977 | IP&P |
| 7 | 271 | Punam Kumari Sah | 2-Oct-1972 | Health & FW |
| 8 | 279 | Arun Kumar Chaoudhary | 22-Feb-1974 | Niti Ayog |
| 9 | 322 | Muneswar Prasad Singh | 5-Jan-1977 | Supply |
| 10 | 329 | Anuj Arora | 17-Sep-1975 | Supply |
| 11 | 341 | Saket Roshan | 19-Dec-1970 | MS&ME |
| 12 | 398 | Chaturbhuj Naskar | 15-May-1968 | MHA (CS) |
| 13 | 408 | Ram Kumar | 8-Jan-1972 | Labour |
| 14 | 412 | Manoj Kumar | 26-Jan-1974 | Supply |
| 15 | 418 | D.P. Mahto | 18-Dec-1967 | Petroleum & NG |
| 16 | 420 | Sudhansu Sekhar Das | 28-May-1969 | Labour |
| 17 | 440 | Pankaj Kumar | 23-Jan-1977 | IP&P |
| 18 | 445 | Kailash Chnader | 2-Jan-1961 | Health & FW |
| 19 | 474 | Bidyut Bhattacharya | 10-Apr-1969 | Labour |
| 20 | 475 | Ramachandra Mahto | 17-Jan-1974 | Labour |
| 21 | 495 | Ram Prakash | 17-Dec-1969 | Labour |
| 22 | 507 | Rakesh Kumar Jha | 19-Sep-1971 | Labour |
| 23 | 526 | Awadesh Prasad Keshari | 7-Jul-1976 | Labour |
| 24 | 534 | Harpreet Singh | 4-Dec-1972 | Health & FW |
| 25 | 542 | Digambar Singh | 2-Dec-1964 | Fertilizer |
| 26 | 549 | Raja Ram | 15-Mar-1960 | Labour |
| 27 | 550 | Vijay Shree Sharma | 3-Dec-1971 | Labour |
| 28 | 554 | Anju Gupta | 22-Sep-1978 | IP&P |
| 29 | 561 | Pawan Kumar I | 16-Sep-1959 | Supply |
| 30 | 584 | Devendra Kumar Biswal | 7-Jun-1970 | UPSC |
| 31 | 605 | Pankaj Kumar Jha | 21-Dec-1973 | Niti Ayog |
| 32 | 609 | Jitendra Sahoo | 20-Feb-1973 | Labour |
| 33 | 628 | Usha Singh | 27-Dec-1973 | MS&ME |
| 34 | 639 | Asha Chaddha | 19-Feb-1971 | Niti Ayog |
| 35 | 680 | Rajeev Kumar | 15-Apr-1976 | Supply |
| 36 | 684 | Lalan Kumar | 15-Jul-1974 | Labour |
| 37 | 696 | Santosh Kumar | 4-Jan-1976 | MS&ME |
| 38 | 707 | Kashi Nath | 4-Dec-1965 | Health & FW |

| | | | | |
|----|-----|-------------------------|-------------|----------------|
| 39 | 708 | Pramod Pandey (PH) (OH) | 7-Feb-1972 | Health & FW |
| 40 | 720 | Ramesh Chandra | 26-Aug-1972 | Labour |
| 41 | 727 | Rashmi Kartik | 19-Oct-1971 | Supply |
| 42 | 755 | Preeti Sharma | 7-Sep-1975 | Supply |
| 43 | 760 | L.T. Hangshing | 29-Mar-1971 | UPSC |
| 44 | 770 | V.K. Chaudhary | 5-Apr-1971 | Earth Sciences |
| 45 | 773 | Sudhir Kumar Gupta | 2-Jan-1963 | Supply |
| 46 | 774 | Rajesh Kumar Pathak | 5-Jan-1970 | Supply |
| 47 | 775 | Manoj Kumar Tripathi | 3-Mar-1971 | Labour |
| 48 | 783 | Shaily Agarwal | 26-Oct-1972 | IP&P |
| 49 | 791 | Deepak John D Cruz | 1-Jan-1970 | IP&P |
| 50 | 799 | Rajeev Ranjan | 19-Jun-1976 | MS&ME |