

No. 2/1/2013-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, Khan Market
New Delhi – 110 003,
Dated, the 29th April, 2019

OFFICE MEMORANDUM

Subject: **Level-IV Training Programme for PPSs of CSSS scheduled to be held at ISTM wef. 27.05.2019 to 21.06.2019.**

The undersigned is directed to say that PPSs of CSSS whose names are given in the Annexure-I to this O.M, have been nominated to participate in the Level-IV training programme being conducted by ISTM w.e.f . **27.05.2019 to 21.06.2019.**

2. It may be noted that **successful completion of Level-IV training programme is mandatory for promotion to the Sr.PPS grade** Cadre Units are therefore, requested to ensure that the officers nominated to the above training programme are relieved in time. 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 O.M. No. T-25017/1/2015-Trg(ISTM Section) dated 4th July, 2016.

3. **In case, an officers is not working in the cadre mentioned against his/her name, concerned cadre unit may please bring the same to the notice of this Department immediately to enable to take further necessary action.**

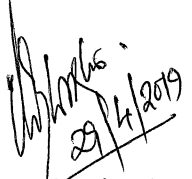
4. DOP&T vide O.M. No. T-25017/1/2015-Trg(ISTM Section) dated 4th July, 2016 has issued Revised Training Policy for Central Secretariat Services and Central Secretariat Stenographers' Services (CSSS) in respect of Cadre Training Plan(CTP). A major shift from the earlier policy has been notified in the revised policy wherein the maximum no. of chances for mandatory training at various levels has been reduced from 3 to 2.

5. Permission of the competent authority is also hereby conveyed to all the participants, Course Director and Observer to apply for political clearance and official passport for foreign visit.

6. All the nominated officers are directed to visit the ISTM website and fill in the form and submit the same online immediately. The link is

<http://www.istm.gov.in/home/online-ctp-form>. They may take a print-out of the form so filled up and submitted online, and then get it signed by the sponsoring authority and carry it with them on the joining day of the course at ISTM.

7. Confirmation with regard to the participation of the officers (after updating officers' particulars online on CMS) may please be sent to Sh. Brahmareddy Desireddy, Deputy Director & Course Director, ISTM, New Delhi-11067 at Telephone No. 26185314.



(Chirabrata Sarkar)

Under Secretary to the Govt. of India

Tel: 24623157

To

Director/Deputy Secretary (Admn.) of the Cadre/Ministry (as per list attached).

Copy to:

1. ISTM, Sh. Brahmareddy Desireddy, (Deputy Director & Course Director), Administrative Block, Old JNU Campus, New Delhi. The list of participants may please be furnished to this Department.
2. Training Division, DOP&T, Old JNU Campus, New Delhi.
3. Hindi Unit, DOP&T, North Block, New Delhi
4. Guard File.

List of PPS nominated for Level-IV training programme at ISTM wef. 27.05.2019 to 21.06.2019

S.No.	S.No. of OM. Dt. 06.05.16	Name (Sh/Smt/Ms.)	Date of Birth	SLY	Cadre
1	508	Madhulika Saxena	08-Dec-63	2012	Housing & UA
2	510	Girdher Sharma	16-Jun-68	2012	Expenditure
3	512	Milan Brahmachary	17-Dec-61	2012	Expenditure
4	513	N. Srinivasan	30-Aug-63	2012	I & B
5	514	T.V.Srinivasan	21-May-63	2012	Power
6	515	N. Srinivasan	27-May-66	2012	Expenditure
7	516	Sanjay Kumar	10-Dec-65	2012	Expenditure
8	517	Vidya Nanda Kumar	25-Jun-69	2012	Commerce
9	518	Meena Nagpal	01-May-66	2012	Agriculture
10	520	Kamal Monga	28-Dec-64	2012	Housing & UA
11	521	Prabhu Dayal	31-Mar-65	2012	I & B
12	522	Jaysri P.	18-Sep-64	2012	Agriculture
13	525	Anjana Mukherjee	01-Jul-63	2012	Water Res.
14	526	Narbada Malik	11-Aug-65	2012	I & B
15	528	Arun Kumar Dhir	22-Apr-63	2012	Agriculture
16	529	G.S. Bindra	01-Jan-62	2012	Rural Dev.
17	530	Neelam Tarun	05-Jun-62	2012	Food & PD
18	531	Niranjan Kr. Upadhyaya	29-Jul-73	2012	I & B
19	533	Durga B. Dash	29-Sep-76	2012	Water Res.
20	534	Rajesh Sharma	27-Mar-72	2012	NITI Aayog
21	535	Sanjay Kumar Tomar	25-Nov-66	2012	Expenditure
22	536	Rama D.Rana	10-Jul-66	2012	Water Res.
23	537	M. Venkateswara Rao	26-Aug-68	2012	DoP&T
24	538	V.V.S. Ram Mohan	25-Feb-73	2012	PMO(MHA)
25	539	Satyendra Kishore	02-Jun-75	2012	Expenditure
26	540	Jai Krishan	14-Jan-66	2012	Posts
27	541	Dinesh Chander Setia	16-Aug-73	2012	AYUSH
28	543	K.Siranjeevalu	30-May-63	2012	Expenditure
29	544	Rekha Sharma	15-Jul-71	2012	Civil Aviation
30	546	Rakesh Kumar	14-Mar-69	2012	MHA
31	548	B. Venugopala Rao	24-Feb-67	2012	Environment
32	550	Renu Sharma	13-Apr-63	2012	Health & FW
33	551	Avinash Aggarwal	11-Apr-68	2012	Mines
34	552	Neelesh Mishra	31-Jul-65	2012	IP&P
35	554	P. Lakshmi Kanthan	05-Jul-61	2012	Fertilizers
36	556	H. Sriram	16-Nov-61	2012	UPSC
37	557	Neetu	03-Jan-65	2012	NITI Aayog
38	558	Anupama P.	04-Mar-65	2012	IP&P
39	560	Satinder Singh Bist	02-Jul-72	2012	UPSC
40	561	N. Kranthi Chakraborty	29-Jun-76	2012	SJ&E
41	616	Savita Sen	04-Jun-65	2013	P&NG

CURRICULAM VITAE

1. Name of the officer nominated _____
2. Date of Birth _____ Male/Female _____
3. Designation & Scale of Pay _____
4. Office in which employed _____
5. Whether Hindi/English Stenographer _____
6. Academic qualification _____
7. Date of joining as PPS _____

Select List Year _____

8. Whether the nominee is a member of SC/ST if yes, please specify
 Yes/No _____
 SC/ST _____

9. Previous Training undergone

(i) ISTM _____

(ii) Other Training Institute _____

10. Address

Office Address _____

Ministry/Department _____

Name of Building & Room No. _____

Office Tel. No. _____

Residential Address _____

Mobile/Tel. No. _____

e-mail _____

Signature