

No. T-21021/11/2018-Academy Desk
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Training Division

Room No. 303, Block IV, 3rd Floor,
Old JNU Campus, New Mehrauli Road,
New Delhi-110067

Dated: 03rd August, 2018

To,

The recommended Candidates of CSE-2017 allocated to a Group-A service.

Madam/Sir,

Department of Personnel & Training (DoPT) greets you once again for choosing a career in the prestigious Civil Services dedicated to the service of people and wish you success in living up to the expectations and aspirations of the citizen of India.

2. I am glad to nominate you to for the 93rd Foundation Course (FC) being held during 27th August to 7th December, 2018 on the basis of service allocation made to you vide letter No. 13015/3/2018-AIS-I dated 31st July, 2018. This is being done by Lal Bahadur Shastri National Academy of Administration, Mussoorie. You are requested to register online for which facilities are available at the Academy's website (<http://sargam.lbsnaa.gov.in/LBSNAOTP/Front>).

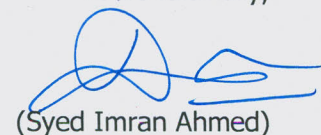
3. The Course Coordinator of the 93rd Foundation Course is Ms. Aswathy S., Deputy Director (Sr.), LBSNAA, Mussoorie (Tele No. 135-2222116, E-mail: aswathy.sivadas@nic.in).

4. As you were informed earlier by this Department, FC is mandatory and common probationary training for all IAS/IPS and Group 'A' Services. In case of seeking exemption from 93rd Foundation Course, candidates are advised to write to DoPT at acaddesk-dopt@gov.in in the enclosed format.

5. In case of any further clarification or enquiry, you may write to this Department (acaddesk-dopt@gov.in) with a copy endorsed to Lal Bahadur Shastri National Academy of Administration, Mussoorie (aswathy.sivadas@nic.in).

Encl.: As above.

Yours faithfully,



(Syed Imran Ahmed)

Under Secretary to the Govt. of India

Copy to:

1. Ms. Aswathy S., Deputy Director (Sr.), LBSNAA, Mussoorie-248179 – Course Coordinator for 93rd Foundation Course
2. DoPT {Shri Ashish Madhaorao More, Deputy Secretary (AIS)}, North Block, New Delhi-110001
3. NIC Training Division, Old JNU Campus with request to send the letter electronically to all recommended Candidates of CSE-2017, allocated a Group-A service and also to upload it on DoPT website

ANNEXURE-I

To

The Deputy Secretary (Trg.)
Department of Personnel & Training,
Training Division, Old JNU Campus,
New Delhi-110001

Subject: - Seeking exemption from attending 93rd Foundation Course –regarding

Sir,

I, _____ S/o,D/o, _____ W/o
Shri _____ R/o _____
_____ have been allocated to
_____ (name of Service) on the basis of Civil Services
Examination.....(name of current year CSE) My rank and Roll are _____ and
_____ respectively.

2. I hereby inform that I applied for Civil Services Examination 20__ (preliminary) and appeared in the examination on _____ (date of the examination). The result of the examination was declared by UPSC on _____ (date of result). I have qualified for written examination.

3. Therefore, I may kindly be exempted from attending the 93rd Foundation Course.

Yours Sincerely

(signature of the candidate)

Name-

Rank-

Roll.-

CSE.

Mobile No.

Address---

Registered email

- Copy to (1) Ms. Aswathy S, Deputy Director (Sr.), LBSNAA, Mussoorie (through email to aswathy.sivadas@nic.in)
- (2) Section Officer (AIS-1), DOPT, North Block, New Delhi (through e-mail to doais1@nic.in)

ANNEXURE-II

To

The Deputy Secretary (Trg.)
Department of Personnel & Training,
Training Division, Old JNU Campus,
New Delhi-110001

Subject: - Seeking exemption from attending 93rd Foundation Course –regarding

Sir,

I, _____ S/o,D/o, W/o Shri _____ R/o _____

have been allocated to _____ (name of Service) on the basis of Civil Services Examination.....(name of current year CSE) My rank and Roll are _____ and _____ respectively.

2. I further inform that I am suffering from _____ (reasons in brief. A separate copy may be attached. (Medical certificates are attached).

3. Therefore, I may kindly be exempted from attending the 93rd Foundation Course.

Yours Sincerely

(Signature of the candidate)

Name-
Rank- Roll.- CSE.
Mobile No.
Address---
Registered email

- Copy to (1) Ms. Aswathy S, Deputy Director (Sr.), LBSNAA, Mussoorie (through email to aswathy.sivadas@nic.in)
(2) Section Officer (AIS-1), DOPT, North Block, New Delhi (through e-mail to doais1@nic.in)

ANNEXURE-III

To

The Deputy Secretary (Trg.)
Department of Personnel & Training,
Training Division, Old JNU Campus,
New Delhi-110001

Subject: - Seeking exemption from attending 93rd Foundation Course –regarding

Sir,

I, _____ S/o,D/o, _____ W/o _____ Shri
_____ R/-

_____ have been allocated to _____ (name of Service) on the basis of Civil Services Examination.....(name of current year CSE) My rank and Roll are _____ and _____ respectively.

2. I want to inform that I have already attended _____ FC in year _____ at _____ (name of academy) on the basis on my selection in Civil Services Examination _____ and successfully completed FC.

3. Therefore, I may kindly be exempted from attending the 93rd Foundation Course.

Yours Sincerely

(Signature of the candidate)

Name-
Rank- _____ Roll.- _____ CSE.
Mobile No.
Address---
Registered email

- Copy to (1) Ms. Aswathy S, Deputy Director (Sr.), LBSNAA, Mussoorie (through email to aswathy.sivadas@nic.in)
(2) Section Officer (AIS-1), DOPT, North Block, New Delhi (through e-mail to doais1@nic.in)