

No.17025/1/2022 –Trg (ISTM)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training  
Training Division  
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Old JNU Campus, Block IV, Third Floor,  
New Mehrauli Road, New Delhi-110067  
Dated: 01st August, 2024

**Office Memorandum**

**Subject: Orientation Programme (to be held from 14<sup>th</sup> October to 18<sup>th</sup> October, 2024) for Directors and Deputy Secretaries joining the Government of India under the Central Staffing Scheme, to be conducted at the Institute of Secretariat Training and Management (ISTM), New Delhi – Reg**

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The undersigned is directed to say that Orientation Programme for Directors and Deputy Secretaries joining the Government of India under the Central Staffing Scheme is scheduled to be conducted in a blended mode including courses on the iGOT platform and 5 days of training programme in physical mode at the Institute of Secretariat Training and Management (ISTM), New Delhi from 14<sup>th</sup> October to 18<sup>th</sup> October, 2024.

2. The programme is designed to cater to the needs of an officer of the rank of Director and Deputy Secretary joining the Ministries/Departments for the first time under the Central Staffing Scheme. List of such officers who joined the Ministry/Department is attached. The course is expected to cover Machinery of Central Government, Office Procedure, Parliamentary Procedure, Budget Procedure, Purchase Procedure, Policy Preparation and Implementation, Cabinet Note, Stress Management, Right to Information etc.

3. There is no course fee payable and the period of the training will be treated as 'on duty'. Ministries/Departments are requested to nominate the officers as per the list attached and to relieve them to join the programme at ISTM, Old JNU Campus, New Delhi-110067 on 14<sup>th</sup> October, 2024 at 09:15 AM.

4. Ministries/Departments are requested to inform the nominated officers to complete the e-content available on i-GOT under the title '**Orientation Programme for Directors/Deputy Secretaries**', before joining physical training at ISTM. The sessions on day one of the physical training at ISTM will be dedicated to enabled learning where assessment of learning gained through i-GOT contents will take place. The physical training will be for 5 days and there will be six sessions each day, which will start at 9:15 am and continue till 5:30 pm.

3. Ministries/Departments are requested to communicate the nomination of the officers to Sh. Deepak Kumar Bist, Joint Director & Course Coordinator, ISTM, Old JNU Campus, New Delhi-110067 or at deepakkumar.bist@gov.in , [Tel: 011-26737604]. The nominated officers may be advised to contact Shri Bist for any query regarding the programme.

(Ram Bhagat Kushwaha)  
Under Secretary to the Government of India  
Tel: 011-26180585  
E-mail: rb.kushwaha@nic.in

To: As per list attached

Signed by Ram Bhagat  
Kushwaha  
Date: 01-08-2024 11:51:55

Copy to:

1. Shri Deepak Kumar Bist, Joint Director and Course Director, ISTM, New Delhi for information.
2. NIC, Training Division, Old JNU Campus, New Delhi with a request to upload the circular on the website

**List of DS/Dir to Govt. of India under Central Staffing Scheme**

Sr. No.	Ministry	Department	Sl. No.	Name	Designation	Service	Cadre	Batch
1	Agriculture & Farmers Welfare		1	Muktanand Agrawal	Director	IAS	RJ	2008
2	Atomic Energy	Atomic Energy	2	S.A. Murugesan	Internal F A	IAS	UD	2005
3	AYUSH	AYUSH	3	Jasvinder Singh	Director	IOFS		2005
4	Cabinet Sectt		4	Mrunmai Shashank Joshi	Deputy Secretary	IAS	KL	2013
			5	Sweta Mohanty	Deputy Secretary	IAS	TG	2011
			6	Tamboli Ayyaj Fakirbhai	Director	IAS	CG	2009
5	Chemicals & Fertilizers		7	Vandana	Director	IRS (C&CE)		2010
6	Commerce & Industry	Promotion of Industry and Internal Trade	8	Avinash Gupta	Director	IOFS		1996
			9	Bejoy John	Director	IRS (C&CE)		2008
			10	Bhuvnesh Pratap Singh	Deputy Secretary	IAS	JH	2012
			11	Hemant Sadashiv Borale	Director	ITS		2000
			12	Jivisha Joshi Gangopadhyay	Deputy Secretary	IRTS		2013
			13	Kajal	Director	IAS	UP	2008
			14	Mamta	Director	IES		2008
			15	Sumeet Kumar Jarangal	Director	IAS	PB	2009
			16	Mohammad Isharar Ali	Director	IRSEE		2002
				Commerce	17	Gaurav Pundir	Director	IRS (IT)
		18	Nikhil Saraswat	Deputy Secretary	IRS (IT)		2014	
7	Communications	Telecommunications (DoT)	19	Ashish Gundal	Director	IRSME		2008
8	Consumer Affairs, Food & Public Distribution	Food & Public Distribution	20	Jeetesh Sharma	Director	ITS		1998
9	Culture		21	Jivan Kautikrao Bachhav	Deputy Secretary	IRS (IT)		2011
			22	Nidhi Choudhari	Deputy Secretary	IAS	MH	2012
			23	Pooja Hali	Deputy Secretary	IRS (IT)		2011
			24	Priyanka Mary Francis	Director	IAS	KN	2009
			25	Rajeev Kumar		IRS (IT)		2006
			26	Shah Faesal	Deputy Secretary	IAS	JK	2010
10	Defence	Defence Production	27	Amit Satija	Director	IAS	UT	2008
		Defence	28	Akhil Akhouri	Deputy Secretary	CWES		2010
			29	Ganesh Kumar Baranwal	Director	IDAS		2007
			30	Kaushlendra Pratap Singh	Deputy Secretary	ITradeS		2011
			31	Ridhima Vasisht	Director	IRS (IT)		2010

			32	Subhash Kumar	Deputy Secretary	IDAS		2011
			33	Vikash Kumar	Deputy Secretary	IA&AS		2012
11	Development of North Eastern Region	Development of North Eastern Region	34	Silabhadra Das	Deputy Secretary	IRSME		2014
12	Earth Sciences	Earth Sciences	35	Rajendra Kumar Kumhar	Deputy Secretary	IOFS		2011
13	Education	School Edu & Literacy	36	Preeti Meena	Director	IAS	TG	2010
			37	Sunil Sharma	Director	IRS (IT)		2010
			38	Umesh Pratap Singh	Director	IRPS		2009
		Higher Education	39	Shreya Bhardwaj	Deputy Secretary	IOFS		2012
			40	Varun Bhardwaj	Director	InfoS		2008
			41	Amit Raj	Director	IRS (IT)		2007
14	Environment, Forest & Climate Change		42	Ram Kumar Agrawal	Director	ITS		1994
			43	Shweta Kumar	Director	IES		2008
			44	Amrit Agrahari	Deputy Secretary	IRS (IT)		2011
15	Finance	Economic Affairs	45	Javvadi V Naga Subramanyam	Director	IAS	AM	2009
			46	Preeti Jain	Director	IPS	RJ	2009
			47	Saurabh Singh	Deputy Secretary	IA&AS		2013
			48	Syed Zubair Husain Noqvi	Deputy Secretary	IES		2011
			Expenditure	49	Bhumika Verma	Director	IES	
		50		Chinmay Pundlikrao Gotmare	Director	IAS	AM	2009
		Financial Services	51	Kartikeya Misra	Director	IAS	AP	2009
			52	Vivek Gupta	Director	IRS (C&CE)		2008
			53	Mohamed Ashraf J S	Deputy Secretary	IA&AS		2014
		Revenue	54	Smarak Swain	Director	IRS (IT)		2008
			55	Vikash Kumar	Deputy Secretary	IRS (C&CE)		2013
		Public Enterprises	56	Kranti E Khobragade	Deputy Secretary	IRS (IT)		2011
16	Fisheries, Animal Husbandry and Dairying	Fisheries	57	Srinivasa Rao Veeragandham	Director	IOFS		2008
			58	Subhash Chandra	Director	IOFS		2003
17	Food Processing Industries	Food Processing Industries	59	Vivek Kumar Singh	Deputy Secretary	CWES		2012
18	Health & Family Welfare		60	Dileep Kumar Rajput	Deputy Secretary	IRSSE		2012
			61	Kaustubh Sandip Giri	Deputy Secretary	IRS (IT)		2013
			62	Kiran Kumar Karlapu	Director	IRS (C&CE)		2010
			63	Kumar Rahul	Director	ITradeS		2008
			64	Naveen Aggarwal	Deputy Secretary	IAS	UT	2013
			65	Priyadarshika Srivastava	Director	IRS (C&CE)		2009

			66	Reena Ashis Dash	Director	IRS (C&CE)		2009
			67	Saroj Kumar	Director	IAS	UP	2008
		Health Research	68	Tushar Arun Karmarkar	Deputy Secretary	InfoS		2012
19	Heavy Industries	Heavy Industries	69	Amrendra Kishore Singh	Deputy Secretary	IOFS		2012
			70	Sumit Kumar	Deputy Secretary	ISupplyS		2011
			71	Sureshwar Singh Bonal	Director	CWES		2004
20	Home Affairs		72	Ankita Chakravarty	Deputy Secretary	IAS	UT	2013
			73	Mayank Mishra	Director	IRS (IT)		2009
			74	Minakshi Verma	Director	IP&TAFS		2008
			75	Rajesh Kumar Gupta	Director	ITS		1998
			76	Sushma Chauhan	Director	IAS	JK	2009
21	Housing and Urban Affairs		77	Anita Meena	Director	IRS (IT)		2008
			78	Bhanu Pratap Singh Bhadoria	Director	IRSME		2008
			79	Isha	Director	IAS	PB	2009
			80	Manjesh Porwal	Deputy Secretary	ICoAS		2014
			81	Sandeep Kulharia	Director	IRSME		2007
			82	Shyam Lal Poonia	Director	IAS	MN	2010
			83	Vipin Pal Singh	Director	IRSEE		2002
22	Information & Broadcasting	Information & Broadcasting	84	Armstrong Pame	Director	IAS	MN	2009
23	Jal Shakti	Drinking Water and Sanitation	85	Ananjay Kumar Tiwary	Deputy Secretary	IRS (IT)		2012
			86	Ravinder Kumar	Deputy Secretary	IAS	UT	2012
			87	Swapna Devireddy	Director	IRS (IT)		2010
24	Labour & Employment		88	Dr Pradeep Kumar Jena	Director	IDAS		2010
			89	Richa Sharma	Director	IOFS		2002
			90	Vijay Kumar Meena	Deputy Secretary	ISupplyS		2012
25	Law & Justice	Justice	91	Radha Katyal Narang	Director	IRS (IT)		2005
			92	Yashasvi Kumar	Director	IDAS		2009
26	Micro, Small & Medium Enterprises		93	Ashok Kumar Sharma	Director	IDSE		1994
			94	Ashutosh Niranjana	Director	IAS	UP	2010
			95	Bharat Prakash	Jt Dev Commissioner	IRS (C&CE)		2006
27	Mines	Mines	96	Maneesh Kumar	Deputy Secretary	IFoS	MH	2011
28	Minority Affairs	Minority Affairs	97	Ankur Yadav	Deputy Secretary	IRAS		2013
			98	Leyaqt Ali Aafaqui	Director	IRS (IT)		2008
			99	Nazeem Ahmed A	Deputy Secretary	IOFS		2011
29	NITI Aayog	NITI Aayog	100	Keerti Tiwari	Director	InfoS		2008
			101	Neha Nautiyal	Deputy Secretary	IRS (IT)		2012

30	Panchayati Raj	Panchayati Raj	102	Vipul Ujwal	Director	IAS	PB	2009
31	Personnel, Public Grievances & Pensions	Personnel and Training	103	Apul Jayaswal	Director	IRS (IT)		2008
			104	Charulata Somal	Deputy Secretary	IAS	KN	2012
			105	Chintha Anna Issac	Director	IRS (C&CE)		2005
			106	Debasweta Banik	Deputy Secretary	IAS	HP	2013
			107	Dhananjay Kumar Ranjan	Director	ITS		2001
			108	Dhirendra Verma	Director	ITS		1998
			109	Hansha Mishra	Director	IA&AS		2010
			110	Kumar Abhinav	Deputy Secretary	IRS (IT)		2013
			111	L B Lal	Director	ITS		1997
			112	Manender	Deputy Secretary	IDAS		2012
			113	Manish Mukherjee	Director	IOFS		2009
			114	Parag Agrawal	Director	ITS		1998
			115	Parthasarathy Bhaskar Devarakonda	Deputy Secretary	IRS (C&CE)		2012
			116	Pooja Jain	Deputy Secretary	IAS	UT	2011
			117	Pradeep Kumar Pal	Director	IRSSE		2009
			118	Puneet Meena	Deputy Secretary	IRAS		2012
			119	Rajeev Kumar Choudhary		IAS	KL	2018
			120	Rajiv Kumar	Director	IOFS		2002
			121	Ravikiran Ubale	Director	IA&AS		2010
			122	Ravinder Kumar	Director	ITS		2001
			123	Rohit Anand	Director	IRS (IT)		2008
			124	Roopal Prakash	Director	IA&AS		2007
			125	Sakshi Mittal	Director	IAS	UT	2010
			126	Santosh Vithal Daware	Director	IA&AS		2008
			127	Sardendu Kumar Pandey	Director	IP&TAFS		2007
			128	Shailendra Uttam	Director	IOFS		2006
			129	Shruti Singhal	Deputy Secretary	IRAS		2011
			130	Siva Sankar Bandi	Deputy Secretary	IDAS		2012
			131	Swati Ratna	Director	IRS (IT)		2010

			132	Vijay S	Deputy Secretary	IA&AS		2014
			133	Yashu Rustagi	Deputy Secretary	IAS	UP	2012
32	Road Transport & Highways		134	Mayur Ratilal Govekar	Deputy Secretary	IAS	TR	2014
33	Rural Development		135	Aditi Singh	Director	IAS	UP	2009
			136	Kuldeep Arya	Director	IAS	GJ	2009
			137	Reena Nagar	Deputy Secretary	ISS		2011
			138	Shakti Kant Singh	Director	IFoS	TR	2010
34	Science & Technology		139	Rahul Yadav	Deputy Secretary	IOFS		2011
35	Skill Development & Entrepreneurship		140	Ashutosh Kumar	Deputy Secretary	IRS (C&CE)		2013
			141	Pritam Dutta	Director	IDAS		2009
			142	Tatung Padi	Director	IRS (IT)		2009
			143	V S Arvind	Director	IP&TAFS		2010
36	Social Justice & Empowerment		144	Puspendra Singh	Deputy Secretary	ISS		2013
37	Space		145	Dipti Aditya Kanade	Director	IAS	KN	2008
			146	Vijayakumar J Jayaraman	Deputy Secretary	IAS	MP	2011
38	Statistics & Programme Implementation		147	Monica Thind	Director	IES		2008
39	Textiles		148	Purnesh Gururani	Director	IRS (IT)		2008
40	Tourism		149	Roshan Mammarrappallil Thomas	Director	IDAS		2011
41	Tribal Affairs		150	Raji N S	Deputy Secretary	IRS (C&CE)		2013
			151	Samidha Singh	Director	IRAS		2006
			152	Sangeeta Gupta	Director	IOFS		2001
42	Women & Child Development	Women & Child Development	153	Abhishek Anand	Deputy Secretary	IRS (C&CE)		2013
			154	Arkaja Das	Director	IPoS		2010
			155	Bhaskar	Director	IRTS		2010
			156	Jyotika	Deputy Secretary	IRS (C&CE)		2013
43	Youth Affairs & Sports	Sports	157	Anant Kumar	Director	IRSME		2004
			158	Bangararaju V V K K Thatavarthi	Deputy Secretary	IOFS		2009
		Youth Affairs	159	Sarah Jayal Sawkmie	Director	IRTS		2006