

**No.21/3/2020-CS.II (Trg.)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training**

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3<sup>rd</sup> Floor, Lok Nayak Bhawan,  
Khan Market, New Delhi – 110003.

**Dated: 21.01.2021**

**OFFICE MEMORANDUM**

**Subject: 21<sup>st</sup> Level-I (L-I-21) Training Programme from 25<sup>th</sup> January, 2021 to 12<sup>th</sup> February, 2021 for for Stenographers Grade `D' of CSSS - regarding.**

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The undersigned is directed to say that for Stenographers Grade `D' of CSSS - regarding. , whose names are given in the **Annexure** to this OM, have been nominated to participate in the 21<sup>st</sup> Level-I (L-I-21) Training Programme being conducted by the ISTM from 25.01.2021 to 12.02.2021. The training will be conducted through **online/flipped mode** as intimated by ISTM.

2. **It may be noted that successful completion of Level-I training programme will be essential for promotion to the grade of Personal Assistant. The officers who do not attend or successfully complete the Level-I Training Programme will be liable to debarment and denial of promotion as envisaged in DOP&T OM No. T-25017/1/2015-Trg (ISTM Section) dated 4<sup>th</sup> July, 2016.**

5. Since the online Level-I training programme does not have any study tour, no TA/DA shall be admissible to the participants.

4. In view of above, all the 35 candidates, whose names are mentioned in the Annexure to this OM, are directed to contact the course coordinator of this training programme for further necessary action and also attend the mandatory training programme without fail. **Shri Rajeev Kumar Jha, Assistant Director (Tel No. 011-26165593, Mobile No.-9868979223, e-mail ID: [rajeevjha.edu@nic.in](mailto:rajeevjha.edu@nic.in))** is the course coordinator of this training programme.

5. All the nominated candidates for the above-stated training programme are directed to visit the ISTM website, fill up the online form at the **URL path: [http://www.istm.gov.in/home/online\\_ctp\\_form](http://www.istm.gov.in/home/online_ctp_form)** and submit the same to ISTM immediately. Candidates also need to be registered as users on ISTM-TMIS before joining the programme. **In case of any doubt/clarification, Shri Moloy Sanyal, Deputy Secretary, ISTM (Tele No. 01126737602, Mob.No. 9810961492, e-mail ID: [moloy.sanyal@nic.in](mailto:moloy.sanyal@nic.in))/Shri Rajeev Kumar Jha, Assistant Director (Tel No. 011-26165593, Mobile No.-9868979223, e-mail ID: [rajeevjha.edu@nic.in](mailto:rajeevjha.edu@nic.in))** ISTM may please be contacted immediately at the above contact numbers/email IDs for further guidance.

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*Blagunth JP*  
21.01.21

6. It is also intimated that once the registration is done online at the URL path given above, **the same may also be got endorsed and forwarded by the Competent Authority in the respective Ministry/ Department/organization in case of persons on deputation, if any and submitted to ISTM (through online mode at the e-mail ID given above) positively before joining. It may please be noted that without the endorsement of the nomination by the Competent Authority in the respective Ministry/ Department, no candidate shall be allowed to join the training programme.**

7. Cadre units are also requested that these officers may please be duly permitted before hand to join the online training programme with the direction to report to Shri Rajeev Kumar Jha, Course Director, ISTM at the above-mentioned contact details for further modalities before the training commences on 25.01.2021.

*Bhagirath Jha*

(Bhagirath Jha)

Under Secretary to the Government of India

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To

The Director/ Deputy Secretary (Admin) of all the Cadre units participating in CSSS (through website of DoP&T).

Copy to :-

1. ISTM [Shri Moloy Sanyal, Deputy Secretary], Administrative Block, Old JNU Campus, New Delhi – 110 067.
2. ISTM [Shri K. Govindarajulu, Deputy Director (Coord)], Administrative Block, Old JNU Campus, New Delhi – 110 067 w.r.t. letter No.A-33088/02/2014-ISTM (Coord) dated 02.12.2020.
3. ISTM [Shri Rajeev Kumar Jha, Assistant Director & Course Coordinator], Administrative Block, Old JNU Campus, New Delhi – 110 067. The list of officers, who report for training on 25<sup>th</sup> January, 2021 may please be furnished to this Department on next day positively.
4. Training Division, DoP&T, Old JNU Campus, New Delhi.
5. Officers concerned as mentioned in letter referred at para-1 (through website of DoP&T).
6. Guard file for record.

## Annexure to the OM No. 21/3/2020-CS.II(A/Trg.) dated 21.01.2021

List of Stenographers Grade 'D' of CSSS nominated for Level-I training programme to be held from 25.01.2021 to 12.02.2021

S.No.	CSL No.	Name (Shri/Smt. /Ms.)	Date of Birth	Cadre	SLY
1	2435	BEENA CHOUDHARY*	24-06-1988	Commerce	2010
2	2551	RAJEEV RANJAN*	21-12-1991	Defence	2010
3	2599	CHANDAN KUMAR JHA	09-08-1986	MHA	2011
4	2600	RISHABH KUMAR SRIVASTAVA	13-03-1985	Environment & Forests	2011
5	2602	BINAY KUMAR	11-11-1981	Minority Affairs	2011
6	2603	PAWAN KUMAR	06-04-1985	MSME	2011
7	2604	KAPIL KUMAR	20-02-1986	Shipping	2011
8	2605	GAURAV KATOCH	03-06-1986	Fertilizers	2011
9	2606	AROMA R. PRADEEP	16-08-1986	Expenditure	2011
10	2607	ALOK KUMAR CHOUDHARY	25-12-1982	Road Transport & Highways	2011
11	2608	NEETU SHARMA	18-05-1987	Expenditure	2011
12	2609	SHASHANK SHEKHAR	15-12-1991	Agriculture & Cooperation	2011
13	2610	LALAN KUMAR JHA	07-12-1978	Agriculture & Cooperation	2011
14	2611	MAHESH CHAND SHARMA	22-06-1985	Supply	2011
15	2612	VIKAS SIDHARTH MEHRA	04-07-1986	Health & Family Welfare	2011
16	2613	DIPIKA JOHAR	27-01-1987	Telecommunications	2011
17	2615	ANJU RANI	30-08-1982	Shipping	2011
18	2616	RAM SAMUJH SHARMA	12-10-1983	Posts	2011
19	2618	SHEETAL RANI	23-07-1988	Expenditure	2011
20	2619	PRIYANK KUMAR MISHRA	20-08-1986	Food & Public Distribution	2011
21	2620	LAXMI	09-11-1980	Labour & Employment	2011
22	2621	NEHA VERMA	11-08-1989	Information & Broadcasting	2011
23	2622	MANJU VERMA	08-11-1987	Urban Development	2011
24	2623	RAM SINGH	18-01-1983	Water Resources	2011
25	2624	NAVNEET KUMAR	31-01-1992	Supply	2011
26	2626	SANJAY KUMAR	08-07-1991	Water Resources	2011
27	2627	MAYUR VERMA	30-05-1990	Secondary & Higher Education	2011
28	2628	ASHISH KUMAR	10-07-1983	Urban Development	2011
29	2629	HARISH KUMAR	09-01-1985	Water Resources	2011
30	2630	PRIYA GORAIT	25-04-1989	Expenditure	2011
31	2631	ANITA	18-07-1989	Urban Development	2011
32	2632	POOJA GUPTA	04-03-1985	Urban Development	2011
33	2633	JYOTI VERMA	23-07-1986	Supply	2011
34	2635	SARITA DEVI	17-08-1989	UPSC	2011
35	2636	PANKAJ LABROY	04-02-1990	Health & Family Welfare	2011

\* 2nd Nomination

Blagiyath &  
21.01.21