

IMMEDIATE

No. 21/2/2019-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

3rd Floor, LokNayakBhawan,
Khan Market, New Delhi – 110003.

Dated 17.09.2019

OFFICE MEMORANDUM

Subject: Level-III Training Programme from 7th October, 2019 to 25th October, 2019 for PSs of CSSS – regarding.

The undersigned is directed to say that PSs of CSSS, whose names are given in the **Annexure** to this OM, have been nominated to participate in the Level-III Training Programme being conducted by the ISTM from 07.10.2019 to 25.10.2019. **It may be noted that successful completion of Level-III training programme will be essential for promotion to the grade of Principal Private Secretary.** The officers who do not attend or successfully complete the Level-III 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 4th July, 2016.

2. The concerned cadre authorities are, therefore, requested to ensure that the officers nominated to the above training programme be relieved in time.
3. All nominated officers for the above stated training programme are directed to visit the ISTM website, fill the online form and submit the same online **without fail** immediately. The link is **http://www.istm.gov.in/home/online_nomination_form**. The officers may take a print out of the form once filled up & submitted online, and then get it signed by their sponsoring authority, carry it with them on joining day of the course and submit the same to the course coordinator at ISTM.
4. As part of the Training Programme, the participants would be taken on a study tour. In order to meet the expenditure for the study tour, all the administrative Ministries/Departments are required to sanction an advance of Rs.45,000/- (Rupees forty five thousand only) as T.A. advance for each participant, along with their relieving order.

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5. It is requested that these officers may please be relieved of their duties with the direction to report to Shri Rajeev Kumar Jha, Assistant Director & Course Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. sharp on 07.10.2019.



(Dinesh)

Under Secretary to the Govt. of India

☎: 2465 4020

To

The Under Secretary (Admn.) of the concerned Cadre Units.

Copy to:-

1. Shri Rajeev Kumar Jha, Assistant Director & Course Director, ISTM, New Delhi. It is requested that **(i)** a copy^{each} of the signed from authenticated by the sponsoring authority and submitted by the participants & **(ii)** a list of participants not attended the training programme may please be furnished to this department at the earliest.
2. Training Division, DoP&T, Old JNU Campus, New Delhi.
3. Officers concerned (through website of DoP&T)

Annexure to the OM No. 21/2/2019-CS.II(A) dated 17.09.2019				
List of PSs of CSSS nominated for Level-III training programme to be held from 07.10.2019 to 25.10.2019				
S.No.	Name (Shri/Smt. /Ms.)	Date of Birth	Cadre	SLY
1	Sanjeev Singh*	10-04-1974	Expenditure	2010
2	Anita Patrick*	14-10-1967	Power	2010
3	Rakesh Kumar*	24-11-1971	Expenditure	2010
4	Veena*	15-07-1969	Expenditure	2010
5	Anita Arora*	23-09-1972	Water Res.	2012
6	Suman Singh*	08-06-1974	PMO	2013
7	Naresh Kumar Bhatia*	03-12-1962	S&T	2013
8	Gulshan Kumar	05-12-1962	Labour	2013
9	Jitendra	01-05-1973	Power	2013
10	Sanjeev Sharma	05-12-1966	Water Res.	2013
11	Pushpa Gupta	10-10-1965	Commerce	2013
12	Anita Gambhir	15-03-1962	Commerce	2013
13	Raj Kumar Sharma	20-07-1972	PMO	2013
14	Abdash Kumar	29-01-1968	MHA	2013
15	Yogesh Kashyap	15-05-1976	Earth Science	2013
16	Subha S Raman	03-09-1974	Defence	2013
17	Neeraj Kumar	10-06-1970	Expenditure	2013
18	Soumen Thakur	27-01-1970	PMO	2013
19	Sunil Kumar Mehta	15-06-1962	UPSC	2013
20	Ramesh Kumar	02-08-1975	I&B	2013
21	Sudhir Kumar Wadhwa	02-06-1966	Expenditure	2013
22	Monika Manglik	27-02-1975	Culture	2013
23	Archana Bhatnagar	11-07-1975	NITI Aayog	2013
24	Sunita Arora	15-09-1964	Consumer Aff.	2013
25	Gulshan Kumar	07-08-1962	Civil Aviation	2013
26	Shailash Kumar Chauragade	21-12-1973	Housing & UA	2013
27	Sandip Kumar	29-02-1976	Heavy Industries	2013
28	Rachna Duggal	16-03-1979	Food & PD	2013
29	Anup Kumar	08-07-1973	MHA	2013
30	Yashpal	21-07-1975	Power	2013
31	Tarun Kumar	29-04-1971	MHA	2013
32	Harish Lugani	03-06-1962	Health & FW	2013
33	Meena Kumari	03-07-1969	HRD	2013
34	Anita Sharma	16-01-1978	I&B	2013
35	Indu Sood	01-07-1961	IP&P	2013

* 2nd Nomination