

No. 21/7/2014-CS-II(A)Vol.II
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Lok Nayak Bhawan, New Delhi – 110 003.
Dated the 22nd November, 2017.

OFFICE MEMORANDUM

Subject:- Level-III Training Programme from 18.12.2017 to 05.01.2018 for PSs of CSSS - reg.

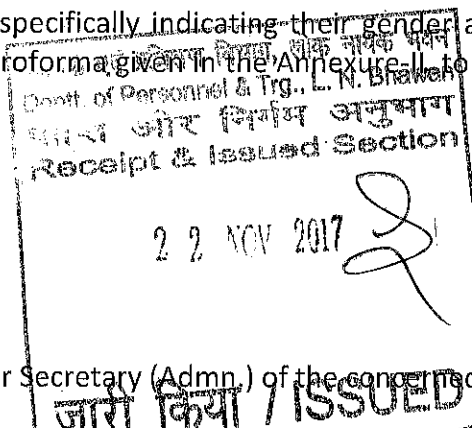
The undersigned is directed to say that PSs of CSSS, whose names are given in the Annexure-I to this OM, have been nominated to participate in the Level-III Training Programme being conducted by the ISTM from 18.12.2017 to 05.01.2018. **It may be noted that successful completion of Level-III programme will be essential for promotion to the grade of Principal Private Secretary. It may also be noted that the officials who do not attend the mandatory training programmes even after three documented nominations by this Division, shall be debarred for future training programmes under the Cadre Training Plan.**

2. The concerned cadre authorities are, therefore, requested to ensure that the officers nominated to the above training programme are relieved on time.

3. 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.

4. It is requested that these officers may please be relieved of their duties with the direction to report to Sh. Moloy Sanyal, Deputy Director, ISTM, Administrative Block, JNU Campus (Old), New Delhi-110067 at 9 A.M. sharp on 18.12.2017.

5. The concerned cadre authorities are also requested to send Curriculum Vitae of each participant, specifically indicating their gender and medium of stenography (English/Hindi) in prescribed form given in the Annexure-II to Sh. Moloy Sanyal, Deputy Director, ISTM, New Delhi.



(Pradeep A.)

Under Secretary to the Govt. of India
Tel: 24623157

To

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

- Copy to: (i) Sh. Moloy Sanyal, Deputy Director, ISTM along with a copy of list of Participants.
(ii) Training Division, DoP&T, Old JNU Campurs, New Delhi.
(iii) Hindi Unit, DoP&T, North Block, New Delhi for furnishing Hindi version of the OM.
(iv) Guard file.
(v) Website of the DoP&T.
(vi) Officers concerned.

M/o Defence, US (Admn.), 'B' Wing, Sene Bhawan, N.D.

List of Regular PSs of CSSS to be nominated for Level-III training programme to be held from 18.12.2017 to 05.01.2018 **Annexure-I**

S.No.	Name Shri/Smt.	Designation	Date of Birth	Cadre Where Working
1	C.G. Naidu**	PS	22-10-1960	MHA
2	Narender Dutt*	PS	11-07-1970	Skill Dev. & Entrepreneurship
3	Amit Munjal*	PS	13-07-1967	DoP&T
4	Silla Joseph*	PS	22-01-1960	Posts
5	Dhyan Swaroop*	PS	01-07-1968	UPSC
6	S.K. Jakhu*	PS	05-05-1964	S&T
7	Asima*	PS	30-04-1962	MSME
8	Reeta Totlani*	PS	25-09-1963	AYUSH
9	Sunita*	PS	28-04-1970	Agriculture
10	Devender Satti*	PS	20-08-1966	Commerce
11	Honey Rani Bhatnagar*	PS	15-11-1960	Expenditure
12	S. Venkatasubramanian	PS	19-05-1970	I&B
13	Govind Rajawat	PS	07-01-1967	Expenditure
14	Manoj Kumar	PS	17-03-1962	Urban Dev
15	Rakesh Kumar	PS	01-01-1969	MHA
16	Deepak Ramvani	PS	13-06-1960	MHA
17	Ashok Kumar Sharma	PS	15-06-1962	Expenditure
18	Kashmiri Lal	PS	07-05-1964	Rural Dev.
19	M.S.Pal	PS	07-07-1964	Legal Affairs
20	Babula Patra	PS	22-03-1966	SJ&E
21	Veena Beri	PS	07-04-1966	Supply
22	Bhagwati	PS	05-09-1961	Agriculture
23	Raj Kumar	PS	12-07-1967	MHA
24	Anil Kumar Sharver	PS	05-01-1963	Posts
25	Narender Kumar	PS	11-07-1964	Agriculture
26	Raj Bala Lohia	PS	04-08-1968	Legal Affairs
27	Jayshree Halder	PS	02-07-1964	DoP&T
28	S. Suresh Kumar	PS	05-07-1968	Fertilizers
29	Ashok Kumar	PS	31-12-1962	DoP&T
30	Sarada Behara	PS	01-05-1967	Steel
31	Nirmal Kumar Mondal	PS	22-07-1964	Defence
32	Permod Kumar	PS	13-02-1964	MHA
33	Sangeeta Kajla	PS	10-12-1965	Agriculture
34	Paramjeet Dhanda	PS	01-07-1965	IP&P
35	Prem Lata Verma	PS	18-11-1965	Env. & Forests
36	Sunil Kumar	PS	19-02-1963	MHA
37	Amar Singh	PS	30-07-1964	Expenditure
38	Rajinder Pal Singh	PS	02-04-1961	MHA
39	J. Varalakshmi	PS	19-07-1962	NITI Aayog
40	Kanta Bhangu	PS	20-05-1968	IP&P
41	Sumitra Das	PS	10-01-1966	Agriculture
42	Jitendra Kumar	PS	29-12-1968	DoP&T
43	Ranjit Das	PS	04-04-1960	Urban Dev
44	Darshan Lal	PS	10-05-1965	Fertilizers
45	D.N. Lamghare	PS	17-04-1964	Health & FW

* Renominated

** Third & Last Chance

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 Stenographers _____
6. Academic qualification _____
7. Date of joining as PS _____
Select List Year _____
8. Whether the nominee is a member Yes/No
of SC/ST if yes, please specify 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