



फा.सं / FILE NO: A-33032/04/2017-ISTM

भारत सरकार / GOVERNMENT OF INDIA

सचिवालय प्रशिक्षण तथा प्रबन्ध संस्थान

INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT

(आईएसओ 9001:2015 संस्था / AN ISO 9001:2015 INSTITUTION)

कार्मिक एवं प्रशिक्षण विभाग / DEPARTMENT OF PERSONNEL & TRAINING

प्रशासनिक ब्लॉक, ज.ने.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),

ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067 / OLOF PALME MARG, NEW DELHI - 110067

दूरभाष / TELEPHONE - 011-26165593; टेलीफैक्स / FAX - 011-26104183

Dated 15th December, 2017

To:

Sponsoring Authorities as indicated in the Annexure

Subject: 10th CSSS Level-IV Training Programme held in ISTM from 20th November, 2017 to 15th December, 2017 – relieving of participants – regarding.

Madam/Sir,

On completion of the Training Programme, the participants (as detailed in the Annexure) stand relieved from this Institute, w.e.f. 15.12.2017 (AN), with the direction to report to their Controlling Officers in their parent offices, on the next working day.

2. Participants of the aforesaid training programme were deputed to the Civil Service College, London (transit visit to France) for undergoing the "Overseas Training Module", from 10/12/2017 to 16/12/2017, (excluding journey time) vide order No. A.33032/05/2017-ISTM dated 06.12.2017.

3. Expenditure on air travel and Course Fee/Tour Cost has been incurred by ISTM in respect of all participants for overseas exposure as indicated above.

4. In terms of SR-31 and as admissible under the TA Rules, participants are eligible for reimbursement of expenditure on incidentals/conveyance charges as per their entitlements incurred on their local travels from the place of their residence to Terminal - 3, IGI Airport and back to undertake the domestic as well as the overseas visits as mentioned in para 2 above.

Yours faithfully,

Encl: as above

(Rajeev Kumar Jha)
Assistant Director

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**GOVERNMENT OF INDIA
INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT
DEPARTMENT OF PERSONNEL & TRAINING
(AN ISO 9001:2015 INSTITUTION)**

Course Name:	10 th Level – IV
Duration:	20 Nov,2017 -To- 15 Dec,2017
Course Director:	Sanjay Kumar Sharma, Additional Director + Rajeev Kumar Jha, Assistant Director
Course Dir. Details	sanjaykss@hotmail.com , rajeevjha.edu@nic.in

S.No	Name	Designation	Office Address	Sponsoring Authority
1	Anita Sethia	Principal Private Secretary	Department Of Science & Technology, Technology Bhawan, Shaheed Jeet Singh Marg, New Mehrauli Road, New Delhi-110 016,	H. K Bhatt, Under Secretary, Department Of Science & Technology, Technology Bhawan, New Mehrauli Road, New Delhi-110 016
2	Aruna Kumari	Principal Private Secretary	Ministry Of Agriculture Department Of Agriculture Cooperation And Farmers Welfare, Krishi Bhawan, New Delhi-110001,	Brajesh Godra, Under Secretary, Ministry Of Agriculture Department Of Agriculture Cooperation and Farmers Welfare, Krishi Bhawan, New Delhi-110001,
3	Ashok Kumar	Principal Private Secretary	Ministry Of Steel, Room No. 71, Udyog Bhawan, Maulana Azad Road, New Delhi-110011,	C A Joseph, Under Secretary, Ministry Of Steel, Udyog Bhawan, Maulana Azad Road, New Delhi-110011,
4	Atam Parkash Chawla	Principal Private Secretary	Ministry Of Communications, Department Of Telecommunications, Sanchar Bhavan, Ashoka Road, Room No.316, New Delhi,110001	Anil Kumar Singh, Under Secretary, Ministry Of Communications, D/o of Telecommunications Sanchar Bhavan, Ashoka Road, New Delhi-110001
5	Chandan Lal Pal	Principal Private Secretary	Ministry Of Health & Family Welfare, Establishment-I Section, Room No.316-D, Nirman Bhawan, New Delhi-110108	Jitendra Singh, Deputy Director, Ministry Of Health & Family Welfare, Nirman Bhawan, New Delhi-110108
6	Daljit Kaur	Principal Private Secretary	D/o Telecommunications, Sanchar Bhawan, 20, Ashoka Road, New Delhi-110001,	Anil Kumar Singh, Under Secretary, Ministry Of Communications, D/o Telecommunications, Sanchar Bhavan, Ashoka Road, New Delhi-110001
7	Edward Toppo	Principal Private Secretary	Department of Food & Public Distribution, Room No. 193, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001	Rajesh Kumar Pandeer, Under Secretary, Department of Food & Public Distribution, Krishi Bhawan, New Delhi -110001
8	Gopi Lal Mannewar	Principal Private Secretary	M/o Finance, D/o Economic Affairs, Room No. 33-b, North Block, New Delhi - 110001,	R V Pandala, Deputy Secretary M/o Finance, D/o Economic Affairs, North Block, New Delhi - 110001
9	Harcharan Dass	Principal Private Secretary	Central Water Commission, Office Of The Chief Engineer (DSO), (north), Sewa Bhawan, R.K.Puram, New Delhi-110066	A K Kaushik, Under Secretary, M/o Water Resources, River Development and Ganga Rejuvenation, Shram Shakti Bhawan, New Delhi

10	Harish Kumar Chawla	Principal Private Secretary	Department of Personnel & Training, R.no.112-a/1, North Block, New Delhi-110001,	A K Singh, Under Secretary, Department Of Personnel And Training, North Block, New Delhi-110001,
11	Kamlesh Pal	Principal Private Secretary	Computer Centre, East Block-10, R. K. Puram, New Delhi-110066	Rajeev Anand, Section Officer, M/o Statistics & Programme Implementation, Computer Centre, East Block-10, R. K. Puram, New Delhi-110066
12	Kanwar Paul Dogra	Principal Private Secretary	Ministry Of Earth Sciences, Prithvi Bhawan, Lodhi Road, New Delhi-110003,	Kailash Chand, Under Secretary, Ministry Of Earth Sciences, Prithvi Bhawan, Lodhi Road, New Delhi-110003
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14	Lucy Bara	Principal Private Secretary	Niti Aayog, Niti Aayog, Yojana Bhawan, Parliament Street, New Delhi-110001,	S K Ahuja, Director, Niti Aayog, Yojana Bhawan, Parliament Street, New Delhi-110001,
15	Mahendra Prasad	Principal Private Secretary	Department Of Consumer Affairs, Room No.255, G-wing, Rajendra Prasad Road, Krishi Bhawan, New Delhi-110001,	Jayashree Narayanan, Under Secretary, Department Of Consumer Affairs, Rajendra Prasad Road, Krishi Bhawan, New Delhi-110001
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19	Muni Ram	Principal Private Secretary	Ministry Of Textiles, Room No.337a, Udyog Bhawan, New Delhi-110011,	Matias Bihan, Under Secretary, Ministry Of Textiles, Room Udyog Bhawan, New Delhi-110011
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21	Pushpa Rani Rao	Principal Private Secretary	Ministry Of Law & Justice, Department Of Legal Affairs, Room No. 413 (c), A-wing, 4th Floor, Shastri Bhawan, New Delhi-110001, 23389013,	Bhakti Lal, Under Secretary, Ministry Of Law & Justice, Department Of Legal Affairs, A-wing, Shastri Bhawan, New Delhi-110001,

22	Raj Kumar Mahor	Principal Private Secretary	D/o Telecommunications, Telecommunication Engineering Centre, Gate No.-5, Third Floor, Khurshid Lal Bhawan, Janpath, New Delhi-110001,	Anil Kumar Singh, Under Secretary, Ministry Of Communications, D/o Telecommunications Sanchar Bhavan, Ashoka Road, New Delhi-110001
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27	Rekha Dehariya	Principal Private Secretary	Ministry of Water Resources, Gr, B-wing, Room No. 6, Ground Floor, Shastri Bhawan, New Delhi 110001,	A K Kaushik, Under Secretary, M/o Water Resources, River Development and Ganga Rejuvenation, Shram Shakti Bhawan, New Delhi
28	Sanjeev Vohra	Principal Private Secretary	Ministry Of Home Affairs, Room No. 125-b, North Block, New Delhi-110011,	P S Dangwal, Under Secretary, Ministry Of Home Affairs, North Block, New Delhi-110001,
29	Sarla Singh	Principal Private Secretary	M/o Environment, Forest & Climate Change, Indira Paryavaran Bhawan, Jor Bagh Road, New Delhi-110003,	C S Thakur, Under Secretary, Ministry Of Environment, Forest & Climate Change, Indira Paryavaran Bhawan, Jor Bagh Road, Aliganj, New Delhi-110003,
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36	Tilak Raj	Principal Private Secretary	Ministry Of Information & Broadcasting, Shastri Bhawan, New Delhi-110001,	Neeraj Kumar, Under Secretary, Ministry Of Information & Broadcasting, Shastri Bhawan, New Delhi-110001,
37	Usha .	Principal Private Secretary	Ministry Of Health and Family Welfare, Nirman Bhawan, New Delhi-110011,	A K Singh, Under Secretary, Ministry Of Health and Family Welfare, Nirman Bhawan, Maulana Azad Road, New Delhi-110011
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