

No.C-34013/9/2017-Vig.
Government of India
Ministry of Human Resource Development
Department of Higher Education
Vigilance Section

Room No. 106 'C' Shastri Bhawan,
New Delhi, the 26th December, 2018.

OFFICE MEMORANDUM

Subject: 3 Days Trainings Programme Schedule for staffs and officials of all Institutions/organisations/ autonomous organisations under control of MHRD-regarding.

In continuation of this Department's O.M. of even number dated 19th December, 2018, the undersigned is directed to say that out of the 30 candidates nominated by this Ministry, so far 26 candidates (as per annexure-I) have confirmed their participation to attend the course from 21-23rd January, 2019. Apart from the above 26 candidates, participation in respect of 6 more candidates (Annexure-II) have been conveyed by their respective institutions.

2. As regards course fee, head of the organisations/Institutions are requested that Bank draft of Rs. 6000/- in respect of confirmed participants (as in List I & II) may please be drawn in favour of Director, ISTM and handed over to the participants who may be asked to bring the same to ISTM. The Demand Draft will be collected by the MHRD officials at ISTM on **21.01.2019** for submission to ISTM. Further, they may also be advised to fill the online registration form through link http://www.istm.gov.in/home/online_osp_form and indicate their requirement for hostel accommodation, if any.

3. It is requested that candidates as mentioned in Annexure-I and Annexure-II may please be directed to report to ISTM at 9.00 AM on 21.01.2019 along with D.D. of Rs.6000/- in favour of Director, ISTM for attending the training without fail.



(Sanjay Kumar)

Under Secretary to the Government of India
Tel. No.23386317

To,

All Heads of the organisations/Institutions of participants

Copy to: (i) Ms. Anurag Devgan, Assistant Director, Institute of Secretariat Training and Management(ISTM), Administrative Block, Opposite Bersarai Market, JNU Campus (OLD), New Delhi – 110067- for information please.

(ii) Shri Yogesh Dwivedi, Deputy Director (Coord.), Institute of Secretariat Training and Management(ISTM), Administrative Block, Opposite Bersarai Market, JNU Campus (OLD), New Delhi – 110067

(iii) Shri Saba Akhtar, Technical Director,(NIC)- with request for uploading the OM on this website of MHRD.

Sl.No.	Name of the Candidate	Phone No.	Institute
1	Dr. Mantha Srinivasu, Project Officer	07013532552	Rashtriya Sanskrit Sansthan
2	Mr. Savio Lawrence Assistant SG-II Stores Section	9011940449	VNIT Nagpur
3	Mr. Harshad L. Ambekar, Supdt. Estt. Section	9623694427	VNIT Nagpur
4	Mr. Ramneek Kumar Assistant Registrar	9736253718	Dr BR Ambedkar NIT Jalandhar
5	Mr. Gyanendra Kr. Tiwari, Asstt. Registrar	9453020885	MNNIT Allahabad
6	Ms. Madhu Pahal, Junior Assistant	9643802395	IIT Jammu
7	Ms. Puja Rajyaguru, Project Officer	9717888965	IIT Jammu
8	Shri Raghuvir Singh, Junior Superintendent, Recruitment Cell	9808312265	IIT Roorkee
9	Mr. Darsh Kumar Khatwani, Assistant	9413690801	IIT Jodhpur
10	Mr. Suresh Chandra Phulara, Junior Assistant	8700212613	IIT Jodhpur
11	Shri P.K. Sahoo, Assistant, Registrar	8895175630	IIT Bhubaneswar
12	Shri Manas Kumar Behera, Assistant Registrar	06747134570	IIT Bhubaneswar
13	K. Vijayalakshmi, Assistant Registrar, Recruitment Section	9840674279	IIT Madras
14	Shri Dipon Lall Boishya	9435300177	IIT Guwahati
15	Shri Pranadb Borgohain	8011320250 9864027402	IIT Guwahati
16	Shri Sandeep Singh	8972915446	IIT Kanpur
17	Shri Bhupender Singh Negi, Assistant Registrar	9454112000	IIT Kanpur
18	Shri Alan Sinate, Assistant Registrar	9873904598	IIT Delhi
19	Shri Pramod Singh, Junior Superintendent (Institute Purchase Cell)	9958391967	IIT, Banaras Hindu University (Varanasi)
20	Shri Abhishek Kumar Verma, Sr. Assistant (Administration Section)	989505713	Banaras Hindu University (Varanasi)
21	Shri Tripurari Sharan Sinha, Deputy Registrar (Admn)	8235576678	IIT Patna
22	Ms. Twinkle Patel, Junior Account Officer	756759844	IIT Gandhinagar
23	Mr. Partha R Mehta, Junior Assistant	9408547932	IIT Gandhinagar
24	Ms. Sheela Reddy T, Junior Registrar	08772500349	IIT Tirupati
25	Shri Sarvesh R Naik, Junior Superintendent	8698038230	IIT Goa
26	Smt. G. Chitrapavi, Deputy Registrar (Store & Purchase)	9841799917	IIT Madras

(Annexure-II)

Additional confirmation received

Sl.No.	Name of the Candidate	Phone No.	Institute
1	Mr. Sajeesh Kumar		IIT, Goa
2	Mr. Sambasiva Rao Unisi		Rashtriya Sankshrit Vidyapeetha
3	Mr. Jelani Mohammed, Manager HR	8884407466	IIM, Udaipur
4	Mr. Mangala Ram Bairwa, Office/ Personal Assistant		IIM Udaipur
5.	Shri P.P.Saxena, Section Officer (Academic Administration)	9811804075	National Institute of Educational Planning & Administration
6.	Smt. Sonam Anand Sagar, Section Officer (Personnel), NIEPA	9654413744	National Institute of Educational Planning & Administration