

**DIRECTORATE OF HEALTH SERVICES,
SWASTHYA SEWA NIDESHALAYA BHAWAN,
F-17, KARKARDOOMA, DELHI – 110032
(CME CELL)**

Phone No.22304549 ,Fax 22302441 email:dirdhs@nic.in

No.F. (24)4/DHS/CME/2010-11/60912 – 19,23,24
Sub: UTCS Training Programme/workshop
Madam/Sir,

Dated:26/11/10

The Directorate of Training GNCT Delhi is conducting some courses for GNCT of Delhi officials/officers. The Detail as below:

Sl No.	Name of Course	Date	Contact Person with Tele. No.	Fax No.
1.	Basic Managerial Competence on Contract Management	7.12.10 to 9.12.10	Ms. Catherine Mathai, Asst. Director –II (Trg) Tele. No. 22303843	22308556
2.	Basic Managerial Competence on Event Management	20.12.10 to 21.12.10	Ms. Catherine Mathai, Asst. Director-II (Trg) Tele. No. 22303843	22308556
3.	Anger Management and Personality Development	3.12.10	Ms. Catherine Mathai, Asst. Director-IV(Trg) Tele. No. 22303843	22308556
4.	Good Governance and Transparency-RTI and Citizen Charter	7.12.10 to 9.12.10	Sh. S.S. Rawat, Asst. Director (Trg Br.III) Tele. No.011-22301287	011-22308556
5.	General Awareness about Right to Education	6.12.10	Ms. Anita Dayal, Asst. Director(Trg.) Tele.No.22307822	22308556
6.	Basic Functional Efficiency in Establishment/Service Matters	27.12.10 to 29.12.10	Sh. Neel Kamal, Asst. Director(Trg) Tele. No.22308552	22307822
7.	Basic Managerial Competence on Project Management	29.12.10 to 31.12.10	Ms. Catherine Mathai, Asst. Director (Trg) Tele. No. 22303843	22308556

You are requested to nominate officers/officials from your office and intimated or Email directly concerned agency and this office. Email Address:ducs@nic.in
Venue: Dte. Of Training, Institutional Area, Shahdara, Behind Karkardooma Court.

Yours faithfully,

(Dr. G. Kausalya)
CMO,CME Cell

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Copy to:-

1. All CDMOs.
2. CMO,MHS.
3. JD,SHS
4. DD,SHIB for loading on official website under "Circular".

(Dr.G. Kausalya)
CMO,CME