

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

Phone No.22304549 ,Fax 22302441 email:dhscmecell@gmail.com

No.F. (24)4/DHS/CME/2010-11/ 15444-15455

Dated: 21/3/11

Circular

**Sub: UTCS Training Programme/workshop**

Madam/Sir,


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

S. No.	Name of Course	Date	Contact Person with Tele.No.	fax No
1	Positive Attitude and Personality Development	04/04/11 to 05/04/11	Mr. Catherine Mathai, Asst. Director Tele No. 22303843, 0-9810852945 Email: <a href="mailto:adtrg2utes.delhi@nic.in">adtrg2utes.delhi@nic.in</a>	22308556, 22307822
2	Good Governance and Transparency - RTI and Citizen Charter	06.04.11 to 08.04.11	Sh. S.S Rawat Asst. Director (Trg III) PH.No.22301287 Email: <a href="mailto:ducts@nic.in">ducts@nic.in</a>	22308556
3	Basic Functional Efficiency for Personal Secretary /Assistants	4/04/11 (Monday).	Mr.Neel Kamal Asst. Director Tele No. 22308552, Email: <a href="mailto:ducts@nic.in">ducts@nic.in</a>	22308556, 22307822
4	Rajya Bhasha Hindi Mein Lekhan Daxata	11/04/11	Mr.Neel Ka mal Asst. Director Tele No. 22308552, Email : <a href="mailto:ducts@nic.in">ducts@nic.in</a>	22308556, 22307822

You are requested to nominate two officers/officials from your office and to intimate directly to concerned agency and to this office.

Venue: Dte. Of Training, Institutional Area, Shahdara, Behind Karkardooma Court.

Timing: 10 AM to 5 PM


  
(Dr. Ashok Kumar)  
CMO,CME Cell

No.F (24)4/DHS/CME/2010-11/

Dated:

Copy to:-

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

  
(Dr. Ashok Kumar)  
CMO,CME Cell