

File No F 9 (1)/2 /2012-13/UTCS/TS-V/ 052-1018

Date: 07-01-13

Dte. of Tech. & Tech. Education
Diary No. To 294
17 JAN 2013
Muni Maya Ram Marg
Pitam Pura, Near T.V. Tower
DELHI-110062

**All HODs / Local/ Autonomous Bodies and Corporations,
Government of NCT of Delhi.**

Sub: General Awareness Training Programmes for February 2013.

The Directorate of Training has developed training / refresher programmes for middle / lower level officers / officials under the 'General Awareness' category. During the month of February 2013, four training programmes on 'General Awareness' will be organized as detailed below: -

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D.A.A.

❖ **Consumer Affairs:** A one-day training programme on 'General Awareness about Consumer Affairs' is to be held on **01.02.2013**. The above said training programme focuses on Rights and protection of the consumer who have become an important issue in era of free market economy and liberalization. Awareness of consumer rights helps building up an atmosphere of ethical business tradition and guard against unfair business activities, frauds, misrepresentation etc. The course is designed to create consumer awareness and develop a strong consumer protection movement. **Nominations to be sent latest by 21.01.2013.**

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Legislative Procedures and Practices: A One-day training programme on 'Legislative Procedures and Practices' is to be held on **08.02.2013**. The course on 'Legislative Procedures and Practices' focuses on primary function of Legislature which is to frame laws for the society. These Legislative procedures and their transformation into Legislative practices, along with their genesis, is the focus of this Training Programme, with main emphasis given to Delhi Legislative Assembly. **Nominations to be sent latest by 30.01.2012**

Asst. Secy
Asst. Comr
Asst. Secy

❖ **Rights and Welfare of Senior Citizen:** A One day training programme on 'General Awareness about Rights and Welfare of Senior Citizen' is to be held on **15.02.2013**. The above training programme focuses on improving the quality of life of senior citizens. The constitution of India mandates well-being of older persons. Directive Principles of State Policy also envisage that the State make effective provision for securing the right of public assistance in cases of old age. Provisions directing the State to improve the quality of life of its citizens also include senior citizens. Right to equality has been guaranteed by the Constitution as a Fundamental Right. Social Security has been made the concurrent responsibility of the Central and State Governments. **Nominations to be sent latest by 04.02.2013.**

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❖ **Civil Rights and Human Rights:** A One-day training programme on 'General Awareness about Civil Rights and Human Rights' is to be held on **22.02.2013**. The above course focuses on important Civil and Human rights. Civil rights are a class of rights and freedoms that primarily flow from democratic constitutions and are available to individuals as citizens. These rights protect individuals from unwarranted action by government. These rights ensure one's ability to participate in the civil and political life of the state without discrimination or

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repressions. Human Rights on the other hand, are rights which are universal and which one is entitled to as a Human, such as, Right to Life, Right to express, Right to free trial, and Right against torture etc. Nominations to be sent latest by 08.02.2013.

TARGET BENEFICIARIES OF THE COURSES

The Course has been designed to benefit those who are working in the Government, its local/autonomous bodies, public sector undertakings. The course would also be beneficial to members of RWAs who may play a crucial role in sensitizing people.

Detailed Training Module / Learning Units are available on our website at <http://utcs.delhigovt.nic.in>. The navigation to the courses is as detailed below:-

<http://utcs.delhigovt.nic.in> or <http://www.delhi.gov.in/Departments/UTCS>

Select 'Training' → Select 'Training Programs'

Select 'Refresher' or 'Orientation courses' → Select 'Training

Programmes on General Awareness' → Select or Click on

Learning Units and then select the, desired course for a detailed training module/learning unit

NOMINATIONS FOR THE COURSE

It is requested that 4-5 suitable officers / officials may be nominated to participate in these courses. The nominations should be sent in time for each course.

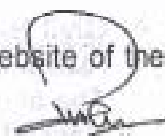
OTHER INSTRUCTIONS for the participants:

1. Participants may contact the undersigned for any information/clarification on training course.
2. Filled up Bio-data forms of nominated officials may be forwarded by department / may be filled by participants at the time of registration at 9.45 a.m. on the first day.
3. Bio-data form is available in the department's website www.utcs.delhigovt.nic.in under 'Training'.
4. Contact/correspondence may be made on Phone No. 22380646, 22381704, Fax No. 22308556 / 22303843 / 22303844 or through Email address adtrg5utcs.delhi@nic.in


(PRAVIR JAIN)
Assistant Director (Trg.V)
Tele : 22380646

Copy to:

Asstt. Director (IT.), Dte. of Training, UTCS for uploading on the website of the Department.


(PRAVIR JAIN)
Assistant Director (Trg.V)

Course Code – General Awareness
Course Coordinator – Shri Pravir Jain,
Assistant Director(Trg.-V)
E-mail: adtrg5utes.delhi@nic.in

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**TRAINING MODULE ON GENERAL AWARENESS ABOUT
CONSUMER AFFAIRS**

Date : 01st February, 2013

Session (Duration 75 Minutes each)	Topics
DAY 1	
Session – I (10.00 am- 11.15am)	Background and history of consumer rights movement
Tea	
Session – II (11.30 am- 12.45pm)	Consumer rights and social & legal responsibility of the business
Lunch	
Session – III (01.45 pm- 03.00pm)	Consumer Protection Act, 1986
Tea	
Session – IV (03.15 pm- 04.30 pm)	Consumer Protection – role of civil society and media

**TRAINING MODULE ON GENERAL AWARENESS ABOUT
LEGISLATIVE PROCEDURES AND PRACTICES**

Date : 08th February, 2013

Session (Duration 75 Minutes each)	Topics
DAY 1	
Session – I (10.00 am- 11.15am)	History
Tea	
Session – II (11.30 am- 12.45pm)	Legislative Process in India
Lunch	
Session – III (01.45 pm- 03.00pm)	Delhi Legislative Assembly
Tea	
Session – IV (03.15 pm- 04.30 pm)	Transaction of Business of Government of National Capital Territory of Delhi, 1993

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TRAINING MODULE ON GENERAL AWARENESS ABOUT RIGHTS AND WELFARE OF SENIOR CITIZEN

Date : 15th February, 2013

Session (Duration 75 Minute each)	Topics
DAY - 1	
Session - I (10.00 am- 11.15am)	International Efforts for Welfare of Aged
Tea	
Session - II (11.30 am- 12.45 pm)	National Policy on Older Persons
Lunch	
Session - III (01.45 pm- 03.00 pm)	Maintenance and Welfare of Parents and Senior Citizens Act 2007
Tea	
Session - IV (03.15 pm- 04.30 pm)	Facilities to the Older Persons

TRAINING MODULE ON GENERAL AWARENESS ABOUT CIVIL RIGHTS AND HUMAN RIGHTS

Date : 22ND February, 2013

Session (Duration 75 Minute each)	Topics
DAY - 1	
Session - I (10.00 am- 11.15am)	History of Civil & Human Rights
Tea	
Session - II (11.30 am- 12.45 pm)	Concept and Characteristics of Human Rights
Lunch	
Session - III (01.45 pm- 03.00 pm)	Guarantees of Rights
Tea	
Session - IV (03.15 pm- 04.30 pm)	Human Rights in India
