



DELHI JAL BOARD
GOVT. OF N.C.T. OF DELHI
PROJECT DIRECTOR (TRAINING)
VARUNALAYA PHASE-II KAROL BAGH
NEW DELHI:-110005
pdtrg@gmail.com
bharatbhushandjb@gmail.com
#08826419692

No. DJB/PD (Trg)/F.5/ 2014-2015/ 55319

Dated: 11/04/2014

CIRCULAR

Training Cell, Delhi Jal Board in association with Special Police Unit for Women & Children(Delhi Police), Nankapura, New Delhi is to be conducting a 10 days training programme on **TRAINING SELF DEFENSE FOR WOMEN** : **Nari Asmita Ke aayam** for women functionaries of Delhi Jal Board in the month of June 2014.

The training programme will aim at;

- Providing the women employees a chance to learn about training the body.
- Learning about self-defense techniques
- Clearing the mind of stress, negative emotions and mental block when faced with danger.
- Providing practical demonstration for self defense techniques.
- Providing practices in mock session.
- Enhancing physical energies with belief in self.
- Enhancing willingness to tackle day-to-day situation with renewed sense of enthusiasm.

It is requested to send the nominations of women officers/officials in the prescribed format (attached as Annexure-I) to attend the said proposed training program. Nomination of interested women employees may please be forwarded to office of the Project Director(Training) Room No.3, Varunalaya Phase-I, Jhandewalan, New Delhi 110005 latest by the 30/4//2014. It is also requested to forward advance soft copy of the nomination form to e-mail bharatbhushandjb@gmail.com or pdtrg.@gmail.com.

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EXECUTIVE ENGINEER (EDP)

DIARY NO. 1272

DATE 16/4/14

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Continued from pre-age

For any other information / clarification on training course, Ms. Veena Sharma, Office Suptd (Trg) may be contacted on cell no. 9868238264 or Mr. Bharat Bhushan, Training Official, DJB cell No. 8826419692.

All the divisional heads are requested to encourage their women employees and officers to avail the benefit of this training.

Encl: As above


(MADHU BALA)
ADMINISTRATIVE OFFICER (TRAINING)
9871406117

All DDOs

Copy to for kind information to;

- 1) Chief Executive Officer, DJB.
- 2) Member (Administration)/ Member(Finance)/Member(WS) Member(Drainage)
- 3) All Chief Engineers /Secretary, DJB
- 4) Director (A&P) / Director(Finance) /Director (Rev)/ Director (Enf)/ Dir(TQC)
- 5) All SEs /Joint Directors / ACs/ Deputy Directors/ ZROs
- 6) EE (EDP) with the request for uploading the circular on DJB website.
- 7) Dy. Commissioner of Police, Special Police Unit for Women & Children (Delhi Police), Nankapura, New Delhi
- 8) Notice Board, Varunalaya Phase-I, Jhandewalan, New Delhi.
- 9) Notice Board, Varunalaya Phase-II, Jhandewalan, New Delhi.


ADMINISTRATIVE OFFICER (TRAINING)



NOMINATION FORM

Employee Code No.....		
1	Name of applicant	
2	Father's / Husband Name	:
3	Designation	:
4	Post Category	: A/B/C/ Technical / Non Technical
5.	Date of Birth	:
6	Date of Appointment	:
7	Date of Retirement	:
8	Sex	: Male / Female
9	Whether SC/ST/OBC/ PH/General	: Which belongs.....
10	Place of Posting complete address and telephone No. , Fax Number, E-mail. ID (to which intimation about nomination is to be sent.	:
		Tele No..... Fax No..... E-mail ID office.....
11	Educational Qualification	:
12	Professional Qualification	:
13	Present Job description	:
14	Knowledge of computer	:
15	E-mail ID	:

16. Brief Service Particulars.

S.No.	Post Held	From	To	Scale of Pay	Nature of Duties
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

18. Previous course/ training / workshop attended in entire service period.

S.NO.	Name of course	In-Campus/ Out Campus/ Out Station/ Aboard	Period		Name of Institute	Course Fee If any
			From	To		
1						
2						
3						

4						
5						
7						
8						

**Signature of the Nominee
With Date**

VERIFICATION BY THE DDO.

It is verified that the above information submitted by Mr./Ms.....
s/o w/o of Sh. Designation.....
has been checked from his / her service record / education & professional certificate etc. and found correct.

**Signature of DDO
With Designation
& office stamp**

(To be filled in by the sponsoring authority/ controlling officer)

It is certified that the particulars given are correct, the officer/ official will be relieved for training, if selected and in no case will be withdrawn to between from the course

<p>Complete Postal address of the Sponsoring Authority// Controlling office with telephone Number and Fax Number & E-Mail ID</p>	<p>Signature Name / Designation (of the sponsoring Authority/ Controlling officer with office Seal)</p>
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