

**GOVT. OF NCT OF DELHI
DEPARTMENT OF SOCIAL WELFARE
GLNS COMPLEX, DELHI GATE
NEW DELHI-02**

No. F. 10(232)/2015/DSW/Cir./Estt/ 829-899

**Dated:
12 APR 2016**

CIRCULAR

Please find enclosed herewith a copy of a letter received from Assistant Director (TRG-V), Directorate of Training, UTCS bearing No. F.9(1)/1/UTCS/2016-17/TS-V/4182-4343 dated 17/03/2016, for information and further necessary action.

This issues with the prior approval of Competent Authority.

Encl: As above.


12/4/16
Supdt. (Admn-II)

No. F. 10(232)/2015/DSW/Cir./Estt/ 829-899

**Dated:
12 APR 2016**

Copy to:

1. All DDs, DSW, GNCTD, Delhi Gate, Delhi.
2. All DOs, DSW, GNCTD, Delhi Gate, Delhi.
3. All DDO/HOO of Homes/Institutions, DSW, GNCTD, Delhi Gate, Delhi.
4. System Analyst, DSW for uploading the circular on the Departmental website.
5. Guard file.


12/4/16
Supdt. (Admn-II)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
 DIRECTORATE OF TRAINING: UNION TERRITORIES CIVIL SERVICES
 Institutional Area, Behind Karkardooma Complex, Shahdara, Delhi-110032
 Tele Fax: 22388504, Fax No. 22308556, 22303843-- Email: adtrg5utcs.delhi@nic.in

File No. F 904/UTCS/2016-17 TS-V

Date: 29/11/16

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

Sub: Training Programmes on "General Awareness and Orientation" for April and May- 2016.

The Directorate of Training has developed training / refresher programmes for middle / lower level officers / officials under the 'General Awareness and Orientation' category. During the month of April and May- 2016, following six training programmes on 'General Awareness and Orientation' will be organized as detailed below:-

S.No.	Name of the Programme	Duration	Dates	Last date of Receiving nomination
1	Environment and Climate Change	One Day	01/04/2016 (Monday)	31/03/2016
2	Civil Rights and Human Rights	One Day	02/05/2016 (Monday)	25.04.2016
3	Sensitisation for Prevention of Sexual Harassment at work place	One Day	06/05/2016 (Friday)	29.04.2016
4	Consumer Rights	One Day	13.05.2016 (Friday)	06.05.2016
5	Rights and Welfare of Senior Citizens-Care and Respect	One Day	10.05.2016 (Friday)	13.05.2016
6	Sensitisation Programme regarding North East India	Two Days	16.05.2016 (Thursday) to 17.05.2016 (Friday)	19.05.2016

These courses are designed taking into consideration the day to day job functioning of different levels of government employees. Thus the focus of these courses is to address the practical problems faced by them, while dealing with the cases, thereby trying to mitigate the gap between their actual and expected job performance.

Participation in these courses would be beneficial to all those serving and specially those who are expected to handle such assignments in future.

TARGET BENEFICIARIES OF THE COURSES:

Training Programme (s) are for all Government employees in the Departments of Delhi Government/Local/Autonomous Bodies and Corporations.

Other instructions for the participants:

Participants may contact the undersigned for any information/clarification in respect of the training programme.

Correspondence may be made on Tele Fax No. 22303843/22308556 or through Email address adtrg5utcs.delhi@nic.in.

Training time is usually from 09.30 a.m. to 04.30 p.m. Refreshment & Lunch are included in the Trg.

(Assistant Director (Trg-V)
 Tel. No. 22303844

Handwritten notes:
 29/11/16
 Adoff. D/S
 4009/Adoff. D/S
 29/11/16

Handwritten notes:
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 9/11/16
 Copy to:
 Director- (CT), Dte. of Training: UTCS for uploading on the website of the Department.