

GOVERNMENT OF NCT OF DELHI  
**DIRECTORATE OF TRAINING (UNION TERRITORY CIVIL SERVICES)**  
Institutional Area, Vishwas Nagar, Behind Karkardooma Courts  
Shahdara, Delhi - 110032

No. F.1 (8)(15)/99-Trg./Admn./ 9357-61

Dated: 10-09-18

**OFFICE ORDER**

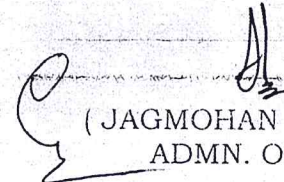
Sub : **Constitution of the Internal Complaint Committee u/s 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013**

In supersession of earlier orders of even number and in terms of Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaint Committee is hereby constituted to look into the complaints of sexual harassment at the Directorate of Training (UTCS). The Committee shall consist of the following:

Sl. No.	Name	Designation
1	Smt. Sabina Avasthy, Assistant Director	Presiding Officer/ Chairperson
2	Sh. Narinder Singh Rawat, Estate Officer	Member
3	Smt. Sai Jyothi, K. Senior Assistant	Member
4	Advocate Usha Pandey, President Weer Foundation	Member NGO

All action in regard to the Committee shall be in accordance with the provisions contained in the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The Presiding Officer and Members shall hold office for not more than three years.

This issues with the prior approval of the Competent Authority.

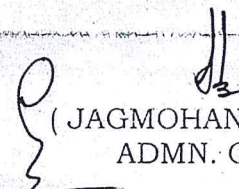
  
( JAGMOHAN TYAGI )  
ADMN. OFFICER

No. F.1 (8)(15)/99-Trg./Admn./ 9357-61

Dated: 10-09-18

Copy forwarded for information to:-

1. PS to Director, Directorate of Women & Child Development (Women Empowerment Cell), Pt. Ravi Shankar Shukla Lane, KG Marg, New Delhi - 110 001.
2. All the Member of ICC, including NGO Member, Smt. Usha Pandey, President, Weer Foundation (NGO), resident of C-12/520, Yamuna Vihar, Delhi-110 074.
3. PS to Director (Training), Directorate of Training, Delhi.
4. Notice Board.
5. Office order file.

  
( JAGMOHAN TYAGI )  
ADMN. OFFICER



GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
**DIRECTORATE OF TRAINING: UNION TERRITORIES CIVIL SERVICES**  
INSTITUTIONAL AREA, VISHWAS NAGAR, BEHIND KARKAR DOOMA COURTS, SHAHDARA, DELHI-110032  
Phone: 22304439, 22301704, 22308553 Fax: 22308556

F.4/3/2011/UTCS/CT/ 4178

Dated: 09-04-18

**OFFICE ORDER**

In suppression of all previous order on the subject matter, Director (Trg.) is pleased to order re-constitution of the Departmental Purchase Committee as well as the Condemnation Board of the Directorate of Training;UTCS with immediate effect for all purposes. The details are as under:-

S. No.	Designation	Members
1	Assistant Director (Admn.)	Chairperson
2	Assistant Director (CT)	Members
3	Assistant Accounts Officer	Members
4	Estate Officer	Members

This issues with the prior approval of Director (Trg.)

  
(NARINDER SINGH)  
ESTATE OFFICER

F.4/3/2011/UTCS/CT/ 4178

Dated: 09-04-18

Copy for information and & necessary action:-

1. Concerned Officers.
- ✓ 2. P. S. to Director (Trg.) UTCS.
3. Guard File.

  
(NARINDER SINGH)  
ESTATE OFFICER

F.No. 4(8)/2014-15/UTCS/Lib

697/76

Dated: 11.10.19

ORDER MEMORANDUM

A meeting of the Library Development Committee of the Directorate of Training (UTCS) GNCTD will be held under the Chairmanship of Director (Trg.) on 06.11.2019 (Wednesday) at 12:30 PM, at UTCS Library/Conference Room (first floor), Administrative Block, UTCS Building. The following members are requested to attend the meeting for selection of books and overall development of Sardar Patel Memorial Library:

- |   |   |                |
|---|---|----------------|
| 1. Director (Training)                                | - | Chairman       |
| 2. All Course Co-ordinators/Assistant Director (Trg.) | - | Member         |
| 3. Assistant Accounts Officer, UTCS                   | - | Member         |
| 4. Mrs. Sunita Gulati, Dy Librarian from IIPA Library | - | Invitee Member |
| 5. Representative from ISTM                           | - | Invitee Member |
| 6. ALIO   | - | Member Secy    |

The agenda of meeting is as under :-

- (i) To Visit Sardar Patel Memorial Library by all Committee Members and give suggestion.
- (ii) Discussions/suggestions for improvement of Library, Selection of books, Magazines/Journals, A/V material etc.,

  
(Bijai Kardam)  
Assistant Director (Library)

Dated 11.10.2019

F.No. 4(8)/2014-15/UTCS/Lib \ 697/76

Copy to:

1. Director, Institute of Secretarial Training & Management, Room No. 106, Administrative Block, Old JNU Campus, Olof Palme Marg, New Delhi-110067 – with the request to depute an officer to attend this meeting.
2. All Course Co-ordinators, Dte. of Training, UTCS, Delhi
3. Mrs. Sunita Gulati, Dy. Librarian, IIPA, I.P. Estate, New Delhi 110002.
4. PS to Director (Trg.)
5. Asstt. Accounts Officer, UTCS, Delhi

  
(Bijai Kardam)  
Assistant Director (Library)