

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
(LABOUR DEPARTMENT)
(ADMINISTRATION BRANCH)
5- SHAM NATH MARG, DELHI-54.

F.1/31/813/LC/ESTT/ 13

Dated:

ORDER

The following officers have been nominated to attend the 03 days Non Residential Training Program to be organized by Deptt. of information Technology GNCTD in collaboration with NISG as tabulated below:-

Training Program	Duration	Name of Nominated Officers	Place of Posting
On Government Process Reengineering (GPR)	03.06.2013 to 05.06.2013	1. Sh. Rajesh Kumar, Adhoc DANICS /ALC	RSBY
		2. Sh. Manvinder Singh, ALC	HQ
		3. Sh. Umesh Kumar Sharma, A.D. (Planning)	Planning Branch (HQ)
		4. Sh. P.K. Mehresh, System Analyst	EDP Cell (HQ)

They are directed to attend the above training, accordingly .

This issue with the prior approval of Secy-Cum- Labour Commissioner.

(D.P. ARORA)

Dy. Labour Commissioner (Admn.)/H.O.O

Ph.No.-011-23963334

F.1/31/813/LC/ESTT/ 13 / 968

Dated: 23/5/2013

Copy forwarded for information and necessary action to the following:-

1. Dy. Secy. (I.T), Deptt of Information Technology 9th Level, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002 w.r.t. their letter No. F.1(76)/IT/2013/2500-2649 dated 06.05.13
2. PA to Secy-Cum- LC, Labour Department, 5, Sham Nath Marg, Delhi-54.
3. Officer Concerned with the request to fill up blank nomination form for GPR (which is attached) and send the same to the undersigned for further submission to Deptt. of Information Technology.
4. System Analyst, 5, Sham Nath Marg, Delhi110054 with the request to upload the order on the website of this Department.
5. DLC (RSBY), Labour Deptt., 5, Sham Nath Marg, Delhi-54.
6. Guard file.

Dy. Labour Commissioner (Admn.)/H.O.O

V. Singh
27.5.13
SA/EDP/2013/96
29/5/13

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Government of NCT of Delhi
DEPARTMENT OF INFORMATION TECHNOLOGY
9th Level, B-Wing, Delhi Secretariat, IP Estate, New Delhi-110002

1102/16
07/5/13
28/c

No F 1(76)/IT/2013 / 2500-2649

Date 6-5-13

Circular

Department of Information Technology, GNCTD in collaboration with NISG, is organizing a 3 days Non-Residential Training Program, on Government Process Re-engineering (GPR) from 3-06-2013 to 5-06-2013. Nominations are invited from officers from the following Cadres:-

- (a) Ad Hoc DANICS & above
- (b) IT Cadre (Programmers & above)
- (c) Accounts cadre (Deputy Controller of Accounts & above)
- (d) Planning cadre (Deputy Director & above)

Nominations of officers for attending the training program, should reach the Deptt of IT, GNCTD by 15-05-2013. The venue of training will be intimated shortly.

Encl:

- 1. Nomination Form
- 2. Course content

(Signature)
25/5/13
(Anil Bhola)

Deputy Secretary (IT)

To

All HODs of GNCTD

No F 1(76)/IT/2013

Date

Copy for information to:-

- 1. PA to Secretary (IT) for kind information of Secretary (IT)
- 2. Programmer (IT) for uploading the Circular, Nomination Form and Course content on the website of IT Department, GNCTD

(Anil Bhola)

Deputy Secretary (IT)

3
Secy/16
Pl. put up
nominations
proposal
25/5/13
A/C (A)
13/5
Satyafal

Nomination Form for GPR Training
(From 3-06-2013 to 5-06-2013)

1. Name of the Department:

2. Name of the participant:

3. Designation:

4. Cadre to which participant belongs:

5. Brief of any involvement in process reengineering exercises

I undertake to attend the training on GPR as per schedule above)

(Signature of Official)

Mob No

Email

Signatures of H.OO sponsoring the participant
(Name & Designation)

Course content of GPR Training

Course Objective

1. Enhance operational efficiency in administration and service delivery.
2. Improve Citizen focus and experience and minimize process complexity, cost and service delivery time.
3. Increase transparency levels and reduce administrative burden of Government.

Key Focus Areas

1. Overview of Process re-engineering
2. Assessment and definition of the problem in the current business process environment.
3. Understanding the customers' needs.
4. Definition of the vision for process reengineering.
5. Preparation of Process maps.

