## **DEPARTMENT OF WOMEN & CHILD DEVELOPMENT** G.N.C.T. OF DELHI

1, CANNING LANE, K.G. MARG, NEW DELHI-110001

648 03 CJB 1, CANNING LANE, K.G. M No. F1/Admn/WCD/2013/TRG/ /6749-754

With reference to order No. F. 9(1)/4/2014-2015/UTCS/TS-V/11570 dated 23.7.14 reg. Training Programme on General Awareness the following officials are directed to attend the training programmes conducted by UTCS. Detail is as under:-

S.No	Name and Designation	Place of posting	Training Schedule	Name of Training	Timing
01	Sh. Rajesh Kapoor, Head Clerk	Admn, Br.(DWCD)	22.8.2014	Retirement Planning	9.45 AM
02	Sh. Pawan Kumr, LDC	Admn. Br.(DWCD)	8.9.14 – 9.9.14	Orientation Course for Data Entry Operators	9.45 AM
03	Sh. Bhupender Singh, Chiowkidar	HHFCLP Timar Pur (Khairbar Pass)	22.9.14 – 23.9.14	Orientation Course for Chowkidars/Security Course	9.45 AM

This issues with the prior approval of the Competent Authority.

SUPDT (ADMN)

No. F1/Admn/WCD/2013/TRG/ 16749 - 754

AUG 2014

Copy forwarded for information and necessary action to:

- 1. PA to Director, WCD (HQ)
- 2. The Asstt. Director (Trg.), Dte. of Training, UTCS, East Arjun Nagar, Behind Karkar Dooma Courts, Shahdara:Delhi.
- HOO/DDO concerned 3.
- 4. Official Concerned.
- Asstt. Programme (DWCD) for attendance. 5.
- 6. Guard file.

SUPDT (ADMN)