

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
G.N.C.T. OF DELHI
1, CANNING LANE, K.G. MARG, NEW DELHI-110001

No. F-1/Admn/WCD/2013/TRG/

Dated:

O R D E R

With reference to order No. F.5(2)/01/2015-2016/UTCS/TS-1/4520-4686 dated 8.05.15 regarding Training Programme on 'Basic Functional Efficiency' for June & July 2015 the following officers/officials are directed to attend the training programmes by UTCS:-

S.No.	Name & Design.	Place of posting	Training Schedule	Name of Training	Timing
1.	Smt. Arti Yadav, LDC	Admn. Branch	22.6.15- 24.6.15	Disciplinary proceeding	9.45 AM
2.	Sh. D.K. Ahlawat, Supdt.	DDO, WCW Shanker Mkt.	29.6.15- 30.6.15	Functions of DDOs	9.45 AM
3.	Sh. Abhinandan Sharma, UDC	SAG, Dilshad Garden	03.7.15	Audit Report & Its Compliances	9.45 AM
4.	Sh. R.B. Prasad, UDC	ICDS, Seema Puri	6.7.15- 7.7.15	Karyalayeen Hindi Main Dakshata	9.45 AM
5.	Sh. Anand Kataria,UDC	ICDS, Kardam Puri	13.7.15	Refereeshar Course for personal Assistance /Private Secretary	9.45 AM
6.	Smt. Arti Yadav, LDC	Admn Br.	20.7.15- 21.7.15	Pension & other benefits(Retireme nt)	9.45 AM
7.	Sh. Rajesh Kapoor, H/C	DO(East)	27.7.15- 31.7.15	Refereshar course on Vigilance Matters	9.45 AM

This issues with the prior approval of competent authority.

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12/26/15
Supdt. (Admn.)

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Copy for information & necessary action to:-

12 JUN 2015

1. PA to Director WCD(HQ).
2. The Asstt. Director(Trg.), Dte. Of Training, UTCS, East Arjan Nagar, Behind Karkar Dooma Courts, Shahdara:Delhi.
3. Concerned HOO
4. Officials concerned through concerned HOO
5. Programmer WCD for uploading.

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12/26/15
Supdt. (Admn.)