

F. No. A. 33025/12/2018-Admn.
Government of India
Ministry of Jal Shakti
Department of Water Resources RD & GR

Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 6th November, 2019

TRAINING CIRCULAR

It is proposed to conduct following training programme in collaboration with FMS, Delhi with an international Component at IHF, Delft, Netherlands in the coming month:-

Sl.No.	Name of the Workshop	Conducting Institute	Date of Training/ Workshop & Venue	Eligibility Criteria	Last date of Receipt of Nominations
1.	Executive Development on "Water Sector"	FMS, Delhi	15 th Jan -24 th Jan, 2020 with 5 days International component at IHF, Delft, Netherlands	US/DS/Director/JS and equivalent officers	15.11.2019

2. Interested and eligible officers of Department of Water Resources, RD&GR (Sectt.) may send their nominations in the proforma provided overleaf through proper channel so as to reach Administration Section latest by 15th November 2019 as mentioned above. It is also informed that the finalization of the training programme will be done only after receiving sufficient number of applications and after obtaining approval of the Competent Authority. Nominations of the Officers who have undergone foreign training or any training with foreign component in past one year will not be considered.

3. All officials are advised to carefully check their availability and other commitments before applying for a particular training.



(A.K. Kaushik)

Under Secretary to the Govt. of India
Tel.No. 23738126
Email: usadmn-mowr@nic.in

Copy to:

1. All Wing Heads/Divisional Heads/Branch Heads in the Department of Water Resources, RD & GR.
2. Shri Vivek, Admn Section – for uploading on the Circular page of the intranet under Head 'Training'

Proforma for Training Nomination

To,

Under Secretary (Admn)
MoWR, RD & GR
Shram Shakti Bhawan
New Delhi.

Subject – **Nomination for Training Program.**

Sir,

I wish to apply for the Training Program the details for which are given below:-

Training Program Details

Training Circular Number (File No.)- _____

Date of Training Circular- _____

Training Topic - _____

Conducting Institute and Venue- _____

Duration of Training - _____

Last Training Program Attended by me - _____
(Mention Training Topic & Duration)

Recommendation of Reporting Authority

Name and Designation of Reporting officer - _____

Recommendation (Signature) of Reporting officer - _____

It is requested that I may be considered and nominated for the above Training Program.

Yours faithfully,

Name - _____

Designation/Posting - _____

Mobile Number - _____

E-Mail-id _____

(No substitute will be provided during the training period)