

F.No.J-11011/1/2014-e-Gov..
Government of India
Ministry of Water Resources,
River Development & Ganga Rejuvenation,
(e-Governance Cell)

Shram, Shakti Bhawan, Rafi Marg,
New Delhi, dated the 24th January, 2017.

TRAINING NOTICE

Subject:- Capability Building Training on e-Office – reg.

In pursuance of the Decisions taken by Secretary (WR, RD & GR) in a meeting held on 19.01.2017 regarding implementation of e-Office conveyed vide e-Governance Cell's letter of even number dated 20.01.2017, a Capability Building Programme (level-1) Training on e-Office is being organized for the Sr. Officers of the Ministry of Water Resources, RD & GR at Conference Hall of the Ministry on 27/01/2017 and 30/01/2017 in 4 batches. The training for each batch will be of 2 Hrs duration and training will be imparted by NIC e-Office team.

2. All Officers listed in the batches as per Annexure-1 are hereby requested to attend the e-Office Training as per schedule. It is informed that as per directions of Secretary (WR, RD & GR), e-Office/e-File Management System is to be implemented in the Ministry w.e.f. 01.02.2017

Encl: as above.

Ashok
24/1/17
(Ashok Kumar Gupta)
Under Secretary to the Government of India
Ph:- 011-23714350.

To:-

1. All Officers listed in Annexure-I.
2. Ms. Surbhi, Project Manager, NIC e-Office {training.eoffice@nic.in} with a request to kindly send team of trainers for the above training.
3. Sh. Navdeep Singh Nagi, NIC eOffice Team {nic-eofficepm1@nic.in}.

Copy for information to:-

1. PS to MoS / PPS to Secretary (WR, RD & GR)
2. Director (Technical), NIC for uploading this on Intra MoWR.

Batch I: For e-Office training on 27.01.2017 from 10:00 AM to 12:00PM

S.No.	Name	Designation
1.	Narendra Singh	US(E-1)
2.	S. K. Kataria	US (E-II/PSU)
3.	Mukesh Kumar	US (EA & IC / O&M)
4.	Santanu Rakshit	SO(Admn).
5.	B. S. Kumar	SO(Project)
6.	Roop Lal	SO(Gen.Adm.)
7.	N. P. Pant	SO(Vig.)
8.	Raj Pal Kain	SO(Cash)
9.	Sunita Sharma	SO(E-I)
10.	Subhangi J.	SO(E-II)
11.	Mamta Sharma	SO(PSU)
12.	Pinki Pandey	SO(BM)
13.	Natrajan	SO(Indus wing)
14.	Rajesh Kumar	SO(Pen Riv.)
15.	E. N. Sarasamma	SO(B&B.)
16.	Lakshmi Chandra	SO(PP)
17.	Sushil Kumar	SO(Parl.)
18.	Sham M Kohade	SO(Budget)
19.	Shyam Kumar	SO(Coord.)
20.	Santosh Prasad	SO(E-III)
21.	Mithlesh Garg	SO(FM)
22.	B. H. T. Vaiphei	SO(EA)
23.	C. I. Priyadarshini	SO(IFD)
24.	S.K. Gaur	SO(WQ)
25.	Jasbir Singh	SO(E-IV)

Batch II: For e-Office training on 27.01.2017 from 02:30 PM to 04:30 PM

S.No.	Name	Designation
1.	A. K. Aggarwal	SJC(Indus)
2.	J.R. Boro	SJC(CAD)
3.	Bhupinder Singh	SJC (SPR)
4.	R.K. Tiwari	SJC(CADWM)
5.	KiranPramanik	SJC (MI)
6.	S. K. Kamboj	SJC(Pen.R)
7.	Dr. Naresh Kumar	SJC(Pen. R)
8.	Ajay Kumar-II	SJC(FM)
9.	M. S.Verma	SJC(FM)
10.	M.S. Sahare	Sr.JC(FM)
11.	Deepak Kumar	SJC(NHP)
12.	N. K. Manglik	SJC(NHP-II)
13.	Ajay Kumar Gupta	SJC(B&B)
14.	Shailendra Nath Pande	SJC(B&B)
15.	Rakesh Kumar	SJC(I)
16.	S. K. Sharma	SJC(PP)
17.	Baleshwar Thakur	SJC(PR)
18.	Virendra Sharma	SJC(BM)
19.	Avanish Kant	Sr. Hydrogeologist
20.	Pratul Saxena	Sr.Hd& TS to JSA
21.	Bindu Sreedathan	Dir(Stat)
22.	Vinay Kumar Pandey	JD (Stat)

Batch III: For e-Office training on 30.01.2017 from 10:00 AM to 12:00 PM

S.No.	Name	Designation
1.	A. K. Kaushik	US(Admn.)
2.	Pratip Deb	US(Vig)
3.	Arun Kumar	US (Coord.)
4.	Vijay Shrivastava	US(Fin-I)
5.	Y.P.Yadav	US (Budget)
6.	Amit Kumar Singh	US(NHP)
7.	S. K. Basu	US(PP)
8.	Manoj Kumar Sharma	US (Pen Riv.)
9.	Ajay Kumar	US (CGWB)
10.	Ratnakar Yadav	US (GW)
11.	R.K. Ojha	US (GA)
12.	R.N. Dixit	US (Parl./E III)
13.	Vinod Kumar	US(E-IV/IEC)
14.	B.L. Meena	US(B&B)
15.	A.K. Gupta	US(e-gov&ID)
16.	S. N. Pal	US(NWM)
17.	Pankaj Kumar Singh	DC(FM)
18.	Avanti Verma	DC(SCR)
19.	Rajveer Singh	DC (Indus)
20.	Ashok K. Jeph	DC (NE) B&B
21.	Amitabh Meena	DC (NE)
22.	T.A. Khan	DD(PP)
23.	Mahesh Prasad	AC(SCR-I)
24.	Sanjeev Kumar	AC(SCR-II)
25.	M.C. Bhardwaj	DD(OL)

Batch IV: For e-Office training on 30.01.2017 from 02:30 PM to 04:30 PM

S.No.	Name	Designation
1.	Akhil Kumar	JS(A&GW)
2.	Jagmohan Gupta	JS & FA
3.	Sanjay Kundu	JS(PP)
4.	Ariz Ahammed	MD(NWM)
5.	B. R. K. Pillai	Comm(CAD)
6.	Kushvinder Vohra	Comm. (S.P)
7.	J Chandrashekhar Iyer	Comm.(FM)
8.	P.K. Saxena	Comm.(I)
9.	T.S. Mehra	Comm.(B&B)
10.	K.M.M. Alimalmigothi	Adv.(Eco.)
11.	M .Satyanarayana	Adv.(C&M/NWM)
12.	Joginder Singh	Adviser (NWM)
13.	Ashok Gupta	Dir(GW/IEC)
14.	Ms. Surinder Kaur	DS(Vig./Estt.I)
15.	Manish Tripathi	Dir.(Fin)
16.	Ravinder Singh	Dir.(WQ)
17.	Chandan Mukherjee	DS (E-III)//Parl.
18.	Surender Kumar Garg	DS (Admn/GA/Cash)
19.	Ravi Sinha	Dir(CAD)
20.	Khatchin Langel	Dir.(E.II/GWE)
21.	L.B.Toulte	DS(PSU,EA&IC,WS)
22.	Banarsi Ram	DS (Coord/ID)