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F. No. A. 33025/4/2016-Admn.
Government of India
Ministry of Water Resources RD & GR


Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 8th April, 2016

TRAINING CIRCULAR

The following training programmes are being conducted by National Productivity Council in the coming months:-

Sl.No.	Name of the Workshop	Conducting Institute	Date of Training/ Workshop & Venue	Eligibility Criteria	Last date of Receipt of Nominations	Fees
1.	Innovation in Governance through Knowledge management	National Productivity Council	16 th -20 th May, 16 Leh (J&K)	US/DS/Dir/ SJC	22.4.2016	Rs. 44,000/- + 14.5% Service Tax
2.	Advance Course on RTI Act, 2005 and Modern HR Practices	National Productivity Council	16 th -20 th May, 16 Manali	CPIO (SO/US)	22.4.2016	Rs. 43,500/- + 14.5% Service Tax
3.	Stress and Time Management	National Productivity Council	30 th May- 3 rd June, 2016, Manali	ASO/SO/ US	29.4.2016	Rs.47,000/- + 14.5% Service Tax
4.	HR & IT Tools for Performance Enhancement	National Productivity Council	27 th June- 1 st July , 2016 Leh	ASO/SO/US (Dealing with subject e- gov)	27.5.2016	Rs.44,000/- + 14.5% Service Tax

2. Interested and eligible officers may kindly send their nominations through proper channel so as to reach Administration Section latest by date as mentioned above.


(Narendra Singh)
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Copy to:

1. All Divisional Heads in the Ministry of Water Resources, RD & GR.
2. NIC Cell – for uploading on the Circular page of the intranet under Head 'Training'.