

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF NCT OF DELHI
ADMINISTRATION BRANCH

No. GA/1076/38/Admn/Misc/2022/D-787


Date: 25-10-2022

CIRCULAR

A training program is being organized for the staff of Administration, Finance, Establishment and Vigilance Branch on the subjects, (a) Handling of Complaints and (b) Parallel departmental proceedings on 29.10.2022 (Saturday) at 10:15 to 11:30 AM and 11:45 to 1:00 PM with tea break from 11:30 A.M. to 11:45 AM in the Conference Hall of the DUSIB.

All concerned are requested to attend the said training program as per scheduled date and time.

The issues with prior approval of CEO (DUSIB).


(R.K. Sharma)
Dy. Director (Admn)

Copy to:-

1. Sh. P.C.P. Mahapatra, Expert – for kind information.
2. Director (Admn) and Sh. Praveer Singh, Director (Control Room) to Co-chair.
3. Dy. Director (IT) to make necessary arrangement for PPT presentation.
4. Assistant Director (CT) to make necessary arrangement for the training with tea & snacks.

Copy for kind information:-

1. PS to CEO (DUSIB)
2. PS to Member (Admn)
3. Dy. Director (System) with request to upload the same on the web-portal.
4. All concerned officers/officials / Director (Admn) / B & F O / DD (Vig.) / DDCG
5. Notice Board
6. Guard file/office copy.

Diary No. 1136
Date: 25/10/22
Computer Division (DUSIB)
Govt. of NCT of Delhi