

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. OF DELHI
(ADMINISTRATION BRANCH)
Room No. 4 F-Block, Vikas Kutir, I.P, Estate, New Delhi-110002

NO. GA/1076/38/Admn/misc/2022 /D-831


Date 10-11-2022

CIRCULAR

A training program is being organized for the staff of Administration, Finance, Establishment, Vigilance Branch and staff posted in Divisional/Circle/Zonal offices/Engineering wing on the subject matter of "RTI and Record Management" on 12-11-2022(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 issue with prior approval of Member(Admn)


R.K Sharma

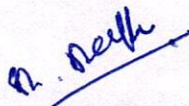
Dy. Director(Admn)


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. Assitant Director(CT) to make necessary arrangement for the training with tea & Snacks.
5. Dy. Director(System) with request to upload the same on the web-portal.
6. All concerned officers/officials/Director(Admn)/B&FO/D.D(Vigilance)/DD(Admn)
7. Chief Enginner.
8. All SE's/E.Es.
9. Notice Board.
10. Guard file/office copy.

Copy for kind information:-

1. PS to CEO(DUSIB)
2. PS to Member(Admn)


A. Neeraj


11.11.22

Diary No. 1228
Date 11.11.22
Computer Division (DUSIB)
Govt. of NCT of Delhi