

GOVERNMENT OF RAJASTHAN
Department of Information Technology & Communication

F9(88)/DoIT/Trg/12/170377/2017

Jaipur, Dated: 13/06/17

Office Order

A 5 days training programme on "Office Procedure and Management" for Informatic Assistants of DoIT&C is being organized by HCM RIPA, Jaipur from 19-23rd June, 2017. Training time will be from 9:30 AM to 6:00 PM. The following officials are directed to attend the training at **HCM RIPA, Jaipur** and report for the concerning course director:

Training Place: HCM Regional Training Center, Jaipur

S.N	Name	Designation	Department/Office	Posting Place
1	Shri Arvind Sharma	Informatic Assistant	Chief Minister Office	Jaipur
2	Shri Jitendra Sharma S/O O P Sharma	Informatic Assistant	Chief Minister Office	Jaipur
3	Shri Peeush Kumar Gajja	Informatic Assistant	Vidhan Sabha Secretariat	Jaipur
4	Shri Ashish Verma S/O Sh. Manchand Verma	Informatic Assistant	Transport Department	Jaipur
5	Shri Maninder Singh	Informatic Assistant	Finance Department	Jaipur
6	Shri Shankar Lal Sinwar	Informatic Assistant	Police: State Crime Record Bureau	Jaipur
7	Shri Manoj Kumar S/O Sh. Singhraj	Informatic Assistant	Transport Department	Jaipur Kotputli
8	Shri Pankaj Kumar Ved	Informatic Assistant	Finance Department	Jaipur
9	Ms. Swati Khandelwal	Informatic Assistant	S.I. & P.F. Department	Jaipur H/Q
10	Shri Javed Akhter	Informatic Assistant	S.I. & P.F. Department	Jaipur H/Q
11	Ms. Shivani Sharma	Informatic Assistant	Excise Department	Jaipur
12	Ms. Ritu Parnami	Informatic Assistant	Transport Department	Jaipur H/Q
13	Shri Girdhari Lal Verma	Informatic Assistant	Environment Department	Jaipur
14	Ms. Shalini Gupta D/O Sh. Mahendra Pal Gupta	Informatic Assistant	Medical & Health Department	Jaipur Jaipur-I
15	Shri Varun Kumar Bundel	Informatic Assistant	Doitc: (Headquarter)	Jaipur
16	Ms. Sabiya Khan	Informatic Assistant	Rajasthan Medical Services Corporation Limited	Jaipur
17	Ms. Varsha Verma	Informatic Assistant	Registration & Stamps Department	Jaipur Jaipur-V
18	Ms. Sushila Kumari D/O Sh. Suwa Lal Nitharwal	Informatic Assistant	Doitc: (Headquarter)	Jaipur
19	Ms. Mamta Meena	Informatic Assistant	Human Rights Commission, Secretariat	Jaipur
20	Ms. Shikha Jatoliya	Informatic Assistant	Agriculture Department	Jaipur
21	Shri Dilip Kumar Goyal	Informatic Assistant	Doitc: (Headquarter)	Jaipur
22	Ms. Surbhi Goyal	Informatic Assistant	Election Department	Jaipur
23	Shri Khemkaran Kumawat	Informatic Assistant	Rajcomp Info Service Ltd.	Jaipur
24	Shri Pushpendra Patidar	Informatic Assistant	Rajcomp Info Service Ltd.	Jaipur
25	Shri Suraj Prakash Jangid	Informatic Assistant	Revenue Tehsil	Jaipur Virat Nagar
26	Shri Vijendra Singh Nirwan	Informatic Assistant	Rajasthan State Beverages Corporation Limited	Jaipur
27	Shri Deepchand Kumawat	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director)	Jaipur

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S.N	Name	Designation	Department/Office	Posting Place
			Doit&C-DHQ	
28	Shri Jitendra Sharma S/O Sh. Kanhaiya Lal Sharma	Informatic Assistant	Medical & Health Department	Jaipur, Sirsi
29	Ms. Sonila Agarwal	Informatic Assistant	Director Lok Seva	Jaipur
30	Shri Mukesh Verma S/O Sh. Babu Lal Verma	Informatic Assistant	Revenue Courts	Jaipur, Viratnagar
31	Shri Abhishek Sharma S/O Sh. Vinod Kumar Sharma	Informatic Assistant	Lokayukta Sachivalaya	Jaipur
32	Shri Deekshant Gupta	Informatic Assistant	Social Justice & Empowerment Department	Jaipur City
33	Shri Paresh Duseja	Informatic Assistant	Pension and Pensioners Welfare Department	Jaipur
34	Shri Gouri Shanker Sharma	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ	Jaipur, Sambher Lake
35	Shri Deepak Kumar Agarwal S/O Sh. Tarachand Agarwal	Informatic Assistant	Water Shed Development & Soil Conservation	Jaipur
36	Ms. Sonam Khandelwal	Informatic Assistant	Tribal Area Development Department	Jaipur
37	Ms. Lalit Sharma	Informatic Assistant	Rajasthan State Pollution Control Board	Jaipur
38	Shri Govind Sharma	Informatic Assistant	Employment Department	Jaipur
39	Shri Chhitar Mal Kajala	Informatic Assistant	Revenue Tehsil	Jaipur, Kishangarh Renwal
40	Shri Mukesh Kumar Yadav S/O Sh. Ram Kumar Yadav	Informatic Assistant	Transport Department	Jaipur H/Q

Above officers are directed to attend the training at HCM RIPA and report to course director Mr. Vijay Kumar Dalal.

T.A. and D.A. will be paid as per rules. The above Officers are directed to attend the training positively. No exemptions will be allowed.

This bears the approval of Principal Secretary & Commissioner, IT&C.

(A.M. Deshpande)

Technical Director & Joint Secretary

Copy for information and necessary action to:-

1. Sr. PA to Additional Chief Secretary (Training) Director General, HCM RIPA, Jaipur
2. Sr. PA to Secretary, Rajasthan Legislative Assembly, Jaipur
3. Sr. PA to Commissioner, Transport Department, Jaipur
4. Sr. PA to Principal Secretary, Finance
5. Sr. PA to Principal Secretary, DoIT&C Department, Jaipur
6. PA to Secretary to CM, Chief Minister Office, Jaipur
7. PA to Commissioner, Agriculture Department, Jaipur
8. PA to Secretary, Rajasthan State Human Rights Commission, Secretariat, Jaipur
9. PA to Secretary, Tribal Area Development Department, Jaipur
10. PA to Special Secretary, Revenue Department, Jaipur
11. PA to Chief Electoral Officer, Election Department, Jaipur

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12. PA to Commissioner, Employment Department, Jaipur
13. PA to District Collector, Collectorate Jaipur
14. PA to Director, Public Services, Administrative Reforms Department, Jaipur
15. PA to Secretary, Lokayukta Sachivalaya, Jaipur
16. PA to Additional Commissioner, Excise Department, Jaipur
17. PA to SDM, Revenue Courts, Jaipur (Virat Nagar)
18. PA to Director, S.I. & P.F. Department, Jaipur
19. PA to Director, Medical and Health Department, Jaipur
20. PA to Supt. Police: State Crime Record Bureau, Jaipur
21. PA to Director, Social Justice & Empowerment Department, Jaipur
22. PA to Director, Pension and Pensioners Welfare Department, Jaipur
23. PA to Director, Water Shed Development & Soil Conservation, Jaipur
24. PA to Director, Rajasthan State Pollution Control Board, Jaipur
25. PA to Director, Environment Department, Jaipur
26. PA to CMHO – Jaipur I / II, Rajasthan
27. PA to A.I.G., Registration and Stamps Department, Jaipur
28. PA to MD, Rajasthan Medical Services Corporation Ltd. Jaipur
29. PA to Director (Technical), RISL, Jaipur
30. PA to Executive Director, Rajasthan State Beverages Corporation Limited, Jaipur
31. Sh. Vijay Dalal, ACP (Dy. Director), HCM RIPA, JLN Marg, Jaipur.
32. ACP (Dy. Dir.), Office of the Analyst Cum-Programmer (Deputy Director) DoIT&C, Jaipur
33. Head of Office/OIC (Accounts)/OIC (Website), DoIT&C, Jaipur
34. All Concerned


ACP (Dy. Director)