

GOVERNMENT OF RAJASTHAN
Department of Information Technology & Communication

F9(88)/DoIT/Trg/12 15/69775/2017

Jaipur, Dated: 01/06/17

Office Order

A 5 days training programme on "Office Procedure and Management" for Programmers / Assistant Programmer/ Informatic Assistant of DoIT&C is being organized by HCM RIPA, Jaipur from 05-09th 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	Place
1	Shri Nitesh Kumar Jangid	Programmer	Labour Department	Jaipur
2	Shri Deepak Kumar Khanna	Programmer	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ	Jaipur, Phagi
3	Shri Ved Prakash Gupta	Assistant Programmer	Vidhan Sabha Secretariat	Jaipur
4	Shri Hari Krishan Sharma	Assistant Programmer	Finance Department	Jaipur
5	Shri Rajendra Tanwar	Informatics Assistant	Chief Minister Office	Jaipur
6	Shri Karan Singh S/O Sh. Narpal Singh	Informatics Assistant	Doitc: (Headquarter)	Jaipur
7	Shri Devendra Kumar Vedi	Informatics Assistant	Chief Minister Office	Jaipur
8	Shri Rupesh Kumar Saini	Informatics Assistant	Chief Minister Office	Jaipur
9	Shri Deepak Sharma S/O Sh. Ram Kishore Tiwari	Informatics Assistant	Chief Secretary Office	Jaipur
10	Shri Akshay Patni	Informatics Assistant	Finance Department	Jaipur
11	Shri Lalit Mohan Tiwari	Informatics Assistant	Transport Department	Jaipur, Kotputli
12	Ms. Anjali Saxena	Informatics Assistant	Finance Department	Jaipur
13	Shri Prateek Patel	Informatics Assistant	Finance Department	Jaipur
14	Shri Vinod Sharma	Informatics Assistant	Police: State Crime Record Bureau	Jaipur
15	Shri Bharat Raj	Informatics Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-DHQ	Jaipur
16	Shri Mahesh Joshi S/O Sh. Shrilal Joshi	Informatics Assistant	S.I. & P.F. Department	Jaipur H/Q
17	Shri Satish Saini	Informatics Assistant	Cooperative Department	Jaipur
18	Shri Aijaz Ahmed	Informatics Assistant	S.I. & P.F. Department	Jaipur H/Q
19	Shri Hari Om Gaur	Informatics Assistant	Social Justice & Empowerment Department	Jaipur HQ
20	Ms. Lata Parihar	Informatics Assistant	Doitc: (Headquarter)	Jaipur
21	Shri Mahendra Jangid	Informatics Assistant	Transport Department	Jaipur

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22	Shri Brij Lal Prajapat	Informatics Assistant	Transport Department	Jaipur
23	Ms. Navita Agrawal	Informatics Assistant	Indira Gandhi Pr & Gvs	Jaipur
24	Ms. Harshita Melwani	Informatics Assistant	Rajcomp Info Service Ltd.	Jaipur
25	Shri Triveni Garhwal	Informatics Assistant	Information & Public Relation Department	Jaipur
26	Shri Prem Prakash Jhiginiya	Informatics Assistant	S.I. & P.F. Department	Jaipur, Secretariate
27	Shri Nawal Kishor Sain	Informatics Assistant	Industries Department	Jaipur
28	Shri Ravi Prakash Baghela	Informatics Assistant	Registration & Stamps Department	Jaipur, Jaipur-I
29	Shri Umesh Nainiwal	Informatics Assistant	Rajasthan Foundation	Jaipur
30	Shri Vishnu Kumawat	Informatics Assistant	Rajasthan Medical Services Corporation Limited	Jaipur

Above officers are directed to attend the training at HCM RIPA and report to course director Ms. Hem Pushpa Sharma. 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. PS to Chief Secretary, CS Office, Jaipur
2. Sr. PA to Additional Chief Secretary (Training) Director General, HCM RIPA, Jaipur
3. Sr. PA to Secretary Rajasthan Legislative Assembly, Jaipur
4. Sr. PA to Commissioner, Rajasthan Foundation, Jaipur
5. Sr. PA to Commissioner, Transport Department, Jaipur Division, Jaipur
6. Sr. PA to Principal Secretary, Finance Department, Jaipur
7. Sr. PA to Principal Secretary to Chief Minister, Chief Minister Office, Jaipur
8. Sr. PA to Principal Secretary, DoIT&C Department, Jaipur
9. PA to Secretary (II) to CM, Chief Minister Office, Jaipur
10. PA to Commissioner, Industries Department, Jaipur
11. PA to Registrar, Co-operative Department, Jaipur
12. PA to Secretary, Labour Department, Jaipur
13. PA to Director General, Police: State Crime Record Bureau, Jaipur
14. PA to MD, Rajasthan Medical Services Corporation Ltd., Jaipur
15. PA to Collector, Collectorate,, Jaipur
16. PA to Director, Social Justice & Empowerment Department, Jaipur
17. PA to Director, SI&PF Department, Jaipur
18. PA to A. I. G, Registration & Stamps Department, Jaipur
19. PA to Secretary, Information & Public Relation Department, Jaipur
20. PA to Secretary, Indira Gandhi PR & GVS, Jaipur
21. Director (Technical), RISL, Jaipur
22. Sh. Vijay Dalal, ACP (Dy. Director), HCM RIPA, JLN Marg, Jaipur.
23. ACP (Dy. Dir.), Office Of The Analyst-Cum-Programmer (Deputy Director) DoIT&C, Jaipur, Rajasthan.
24. Ms.Hem Pushpa Sharma, Course Director, HCM RIPA, Jaipur
25. Head of Office/OIC (Accounts)/OIC (Website), DoIT&C, Jaipur
26. All Concerned

Head of Office