

GOVERNMENT OF RAJASTHAN
Department of Information Technology & Communication

F9(88)/DoIT/Trg/12 /I/69167/2017

Jaipur, Dated: 19.5.17

Office Order

A 5 days training programme on "Office Procedure and Management" for Assistant Programmer / Informatic Assistant of DoIT&C is being organized by HCM RIPA, Jaipur from 22-26th May, 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, Kota** and report for the concerning course director:

Training Place: HCM Regional Training Center, Kota

S.N	Name	Designation	Department/Office	Place
1	Shri Bharat Kumar Jain	Assistant Programmer	Rajasthan State Ganganagar Sugar Mills	Kota
2	Ms Surekha Sharma	Assistant Programmer	Commercial Taxes Department	Kota
3	Shri Govind Soni	Informatic Assistant	Transport Department	Kota
4	Shri Neelesh Singh Jadoun	Informatic Assistant	Transport Department	Sawai Madhopur
5	Shri Mukesh Soni S/O Sh. Bhanwar Lal Soni	Informatic Assistant	Transport Department	Kota
6	Shri Dheeraj Bagdi S/O Sh. Goverdhan Lal Bagdi	Informatic Assistant	Transport Department	Kota
7	Shri Rohit Chaturvedi	Informatic Assistant	Social Justice & Empowerment Department	Kota
8	Shri Hari Shankar Saini	Informatic Assistant	Transport Department	Sawai Madhopur
9	Shri Mohammed Iliyas	Informatic Assistant	Transport Department	Kota
10	Shri Jitendra Malav	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-DHQ	Baran
11	Ms Keerti Maheshwari	Informatic Assistant	Industries Department	Jhalawar
12	Shri Amit Singh Sisodiya	Informatic Assistant	Transport Department	Kota
13	Shri Sumer Singh S/O Sh. Suman Verma	Informatic Assistant	S.I. & P.F. Department	Sawai Madhopur
14	Shri Lokesh Kumar Jain	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ	Jhalawar
15	Shri Gaurav Kumar Soni S/O Sh. Raghuveer Prasad Soni	Informatic Assistant	Transport Department	Kota
16	Shri Kaushal Kumar Sharma	Informatic Assistant	Transport Department	Kota
17	Shri Birju Koli	Informatic Assistant	Excise Department	Sawai Madhopur
18	Shri Bhawer Lal Sharma	Informatic Assistant	Industries Department	Sawai Madhopur
19	Shri Rajesh Balandia	Informatic Assistant	Transport Department	Kota
20	Shri Mohammed Ashfak	Informatic Assistant	Transport Department	Bundi
21	Shri Mohammad Shahid Ansari	Informatic Assistant	Transport Department	Kota
22	Ms Ankita Sharma	Informatic Assistant	Registration & Stamps Department	Kota
23	Ms Nidhi Sharma	Informatic Assistant	Transport Department	Baran
24	Ms Kavita Jain	Informatic Assistant	Women Empowerment Department	Kota
25	Ms Reena Verma	Informatic Assistant	Excise Department	Kota
26	Shri Ramanlal Meena	Informatic Assistant	Transport Department	Sawai

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				Madhopur
27	Shri Lekhraj Mahawar	Informatic Assistant	Medical College & Hospital	Kota
28	Ms Reena Jalutharia	Informatic Assistant	Transport Department	Kota
29	Shri Devendra Kumar Meena	Informatic Assistant	Social Justice & Empowerment Department	Jhalawar
30	Shri Sunil Kumar Meena S/O Sh. Ramniwas Meena	Informatic Assistant	Excise Department	Jhalawar
31	Shri Ronik Mishra	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ	Kota
32	Shri Apekshit Sharma	Informatic Assistant	Food Civil Supplies & Consumer Affairs Department	Kota
33	Shri Nirmal Kumar S/O Param Hans	Informatic Assistant	Food Civil Supplies & Consumer Affairs Department	Baran
34	Shri Govind Vijay	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ	Sawai Madhopur
35	Shri Raghvendra Singh Rajawat	Informatic Assistant	Medical & Health Department	Sawai Madhopur
36	Shri Hemant Gupta	Informatic Assistant	Medical & Health Department	Sawai Madhopur
37	Shri Ravi Kumar Mangal	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ	Sawai Madhopur
38	Shri Chandrashekhar Garg	Informatic Assistant	Rajasthan Medical Services Corporation Limited	Jhalawar
39	Shri Mohit Kanjolia	Informatic Assistant	Rajasthan Medical Services Corporation Limited	Jhalawar
40	Shri Aasim Zafar	Informatic Assistant	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ	Kota

Above officers are directed to attend the training at HCM RIPA and report to course director Ms Purva Agrawal.

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.


 (Sonia Chaturvedi)
 ACP (Dy. Director)

Copy for information and necessary action to:-

1. Sr. PA to Additional Chief Secretary (Training) Director General, HCM RIPA, Jaipur
2. Sr. PA to Principal Secretary & Commissioner, DoIT&C, Jaipur
3. Sr. PA to District Transport Officer, Transport Department, Kota/Bundi/Sawai Madhopur/Baran
4. Sr. PA to Additional Commissioner, Food Civil Supplies and Consumer Affairs Department, Kota/Baran
5. Sr. PA to Additional Commissioner, Excise Department, Jhalawar/Kota/Sawai Madhopur
6. Sr. PA to Assistant Commissioner, Commercial Taxes Department, Kota
7. PA to District Collector, Kota/Baran/Jhalawar/Sawai Madhopur
8. PA to Sub Registrar, Registration and Stamps Department, Kota
9. PA to Additional Director, Medical and Health Department, Sawai Madhopur
10. PA to Additional Director, Rajasthan Medical Services Corporation Ltd. Jhalawar
11. PA to Additional Director, Industries Department, Sawai Madhopur/ Jhalawar
12. PA to Additional Director, SI&PF Department, Sawai Madhopur

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13. PA to Deputy Director, Social Justice and Empowerment Department, Kota/Jhalawar
14. PA to General Manager, Rajasthan State Ganganagar Sugar Mills, Kota
15. PA to Programme Director, Women Empowerment Department, Kota
16. PA to Principal, Medical College and Hospital, Kota
17. Sh. Vijay Dalal, ACP (Dy. Director), HCM RIPA, JLN Marg, Jaipur.
18. Ms Purva Agrawal, Course Director, HCM RIPA, Kota
19. Head of Office/OIC (Accounts)/OIC (Website), DoIT&C, Jaipur
20. All Concerned


ACP (Dy. Director)