

**GOVERNMENT OF RAJASTHAN**  
**Department of Information Technology & Communication**

F9(88)/DoIT/Trg/12 / 1/68487/2017

Jaipur, Dated: 8.5.17

**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 15-19<sup>th</sup> 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, Bikaner** and report for the concerning course director:

**Training Place: HCM Regional Training Center, Bikaner**

| S.N | Name  | Designation          | Department/Office                                 | Place                     |
|-----|---|----------------------|---|---------------------------|
| 1.  | Shri Ashok Chandran                               | Assistant Programmer | Command Area Development                          | Bikaner                   |
| 2.  | Shri Vikram Swaroop Jakhar                        | Informatic Assistant | Directorate Of Secondary Education                | Bikaner                   |
| 3.  | Shri Sushil Kumar Singhal                         | Informatic Assistant | Transport Department                              | Sri Ganganagar            |
| 4.  | Shri Ravi Kumar Chawla                            | Informatic Assistant | Agriculture Department                            | Sri Ganganagar            |
| 5.  | Shri Rajesh Soni                                  | Informatic Assistant | Social Justice & Empowerment Department           | Bikaner                   |
| 6.  | Shri Sunny Garg                                   | Informatic Assistant | Registration & Stamps Department                  | Sri Ganganagar            |
| 7.  | Shri Ankur Goyal                                  | Informatic Assistant | Registration & Stamps Department                  | Anoopgarh, Sri Ganganagar |
| 8.  | Shri Gaurav Prakash Modi                          | Informatic Assistant | Medical & Health Department                       | Nokha, Bikaner            |
| 9.  | Shri Hanuman Jat                                  | Informatic Assistant | Transport Department                              | Bikaner                   |
| 10. | Shri Pankaj Sachdeva                              | Informatic Assistant | Revenue Tehsil                                    | Suratgarh, Sri Ganganagar |
| 11. | Shri Bikesh Singh Bhadoria                        | Informatic Assistant | Transport Department                              | Bikaner                   |
| 12. | Shri Jai Prakash Sharma S/O Sh. Sanwar Mal Sharma | Informatic Assistant | Transport Department                              | Sri Ganganagar            |
| 13. | Shri Anand Kumar Swami                            | Informatic Assistant | Transport Department                              | Bikaner                   |
| 14. | Shri Gouri Shankar Nai                            | Informatic Assistant | Food Civil Supplies & Consumer Affairs Department | Churu                     |
| 15. | Shri Mahesh Acharya                               | Informatic Assistant | Registration & Stamps Department                  | Bikaner                   |
| 16. | Shri Gagandeep Singh S/O Sh. Manjit Singh         | Informatic Assistant | Agriculture Department                            | Sri Ganganagar            |
| 17. | Shri Naresh Kumar S/O Sh. Tara Chand              | Informatic Assistant | Transport Department                              | Bikaner                   |
| 18. | Shri Vijay Shrivastav                             | Informatic Assistant | Excise Department                                 | Sri Ganganagar            |
| 19. | Shri Pramod Sharma                                | Informatic Assistant | Transport Department                              | Bikaner                   |
| 20. | Shri Rajender Prajapat                            | Informatic Assistant | Transport Department                              | Churu                     |
| 21. | Shri Nathmal Pareek                               | Informatic Assistant | Rajasthan Medical Services Corporation Limited    | Bikaner                   |


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|-----|---|----------------------|---|------------------------------|
| 22. | Shri Kashi Ram                                    | Informatic Assistant | Rajasthan State Beverages Corporation Limited                     | Sri Ganganagar               |
| 23. | Shri Vijay Shanker Acharaya                       | Informatic Assistant | Department Of Prosecution   | Bikaner                      |
| 24. | Shri Narendra Pandiya                             | Informatic Assistant | Science & Technology Department                                   | Bikaner                      |
| 25. | Shri Rakesh Kumar Baberwal                        | Informatic Assistant | Transport Department  | Churu                        |
| 26. | Shri Lokendra Singh S/O Sh. Pratap Singh          | Informatic Assistant | Food Civil Supplies & Consumer Affairs Department                 | Bikaner                      |
| 27. | Shri Pradeep Kumar S/O Sh. Ratan Lal Aggarwal     | Informatic Assistant | Transport Department  | Sri Ganganagar               |
| 28. | Shri Bhagwan Das                                  | Informatic Assistant | Transport Department  | Sri Ganganagar               |
| 29. | Shri Vikas Goyal                                  | Informatic Assistant | Transport Department  | Hanumangarh                  |
| 30. | Shri Shiv Kumar Sharma S/O Sh. Kanhiya Lal Sharma | Informatic Assistant | Pension And Pensioners Welfare Department                         | Bikaner                      |
| 31. | Shri Ajay Kumar S/O Sh. Ashok Kumar               | Informatic Assistant | Employee State Insurance Scheme                                   | Udhyog Vihar, Sri Ganganagar |
| 32. | Shri Yatin Soin                                   | Informatic Assistant | Rajasthan Medical Services Corporation Limited                    | Bikaner                      |
| 33. | Shri Chandra Shekhar Dhingra                      | Informatic Assistant | Medical & Health Department                                       | Bikaner                      |
| 34. | Shri Umesh Chand Daiya                            | Informatic Assistant | Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-Bhq | Nokha, Bikaner               |
| 35. | Shri Hanuman Prasad                               | Informatic Assistant | Industries Department   | Sri Ganganagar               |
| 36. | Ms Rinkal Devi Garg                               | Informatic Assistant | Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-Bhq | Tibbi, Hanumangarh           |
| 37. | Shri Mahendra Kumar S/O Sh. Deshraj               | Informatic Assistant | Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-Bhq | Taranagar, Churu             |
| 38. | Shri Hemant Kumar Bhati                           | Informatic Assistant | Subordinate Courts  | Bikaner                      |
| 39. | Shri Satbir Singh                                 | Informatic Assistant | Social Justice & Empowerment Department                           | Hanumangarh                  |
| 40. | Shri Gulab Singh S/O Ishar Singh                  | Informatic Assistant | Transport Department  | Hanumangarh                  |

Above officers are directed to attend the training at HCM RIPA and report to course director Shri N.S.Meena.

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

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Copy for information and necessary action to:-

1. Sr. PA to Additional Chief Secretary (Training) Director General, HCM RIPA, Jaipur
2. Sr. PA to Additional Commissioner, Command Area Development, Bikaner
3. Sr. PA to District Transport Officer, Transport Department, Sri Ganganagar/Bikaner/Churu/Hanumangarh
4. Sr. PA to Additional Commissioner, Food Civil Supplies and Consumer Affairs Department, Churu/Bikaner
5. Sr. PA to Additional Commissioner, Excise Department, Sri Ganganagar
6. PA to District Collector, Bikaner/Churu/Hanumangarh
7. PA to Sub Registrar, Registration and Stamps Department, Sri Ganganagar/Bikaner
8. PA to Sub Registrar, Revenue Tehsil, Sri Ganganagar
9. PA to Additional Director, Agriculture Department, Sri Ganganagar
10. PA to Additional Director, Directorate of Secondary Education, Bikaner
11. PA to Additional Director, Agriculture Department, Sri Ganganagar
12. PA to Additional Director, Social Justice and Empowerment Department, Bikaner/Hanumangarh
13. PA to Additional Director, Medical and Health Department, Bikaner
14. PA to Additional Director, Rajasthan Medical Services Corporation Ltd. Bikaner
15. PA to General Manager, Rajasthan State Beverages Corporation Ltd, Sri Ganganagar
16. PA to Additional Director, Pension and Pensioners Welfare Department, Bikaner
17. PA to Additional Director, Employee State Insurance Scheme, Sri Ganganagar
18. PA to District and Session Judge, Subordinate Courts, Bikaner
19. PA to Additional Director, Industries Department, Sri Ganganagar
20. PA to Regional Officer, Science and Technology Department, Bikaner
21. PA to Asst. Director, Department of Prosecution Department, Bikaner
22. Sh. Vijay Dalal, ACP (Dy. Director), HCM RIPA, JLN Marg, Jaipur.
23. Sh. N.S. Meena, Course Director, HCM RIPA, Bikaner
24. Head of Office/OIC (Accounts)/OIC (Website), DoIT&C, Jaipur
25. All Concerned

  
ACP (Dy. Director)