

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

F9(88)/DoIT/Trg/12 /I/67967 /2017

Jaipur, Dated: 27.04.17

**Office Order**

A 5 days training programme on "Office Procedure and Management" for Programmers and Assistant Programmers of DoIT&C is being organized by HCM RIPA, Jaipur from 01-05<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, Jaipur and report for the concerning course director.

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

S.N	Name	Designation	Department/Office	Place
1.	Shri Sanjay Kumar Mathur	Programmer	Rajasthan Subordinate And Ministerial Services Selection Board	Jaipur
2.	Ms Gunjan Motiani	Programmer	Treasuries & Accounts Department	Jaipur
3.	Shri Yogesh Kumar Singhal	Programmer	Board Of Revenue	Ajmer
4.	Shri Kamlesh Singhal	Programmer	Ayurved Department	Ajmer
5.	Shri Mukesh Vijay S/O Sh. Manmohan Vijay	Programmer	Board Of Secondary Education	Ajmer
6.	Shri Ghan Shyam Sharma	Programmer	Revenue Research Training Institute	Ajmer
7.	Shri Shailendra Kumar Sharma	Programmer	S.I. & P.F. Department	Alwar
8.	Shri Laxmi Kant Parashar	Programmer	Doitc: (Headquarter)	Jaipur
9.	Shri Jogender Singh	Programmer	Chief Minister Office	Jaipur
10.	Shri Harish Kumar Sharma S/O Sh. Budha Mal Sharma	Programmer	Rajasthan Public Service Commission	Ajmer
11.	Shri Mukesh Machiwal S/O Sh. Ram D. Machiwal	Programmer	Medical College & Hospitals-Jln	Ajmer
12.	Shri Ashok Kumawat	Programmer	Medical College & Hospitals-Sms	Jaipur
13.	Shri Rajendra Prasad Gupta	Programmer	Social Justice & Empowerment Department	Jaipur
14.	Shri Kailash Chand Rawat	Programmer	Finance Department	Jaipur
15.	Shri Rajesh Paliwal	Programmer	Finance Department	Jaipur
16.	Shri Joginder Kour Gambhir	Programmer	Commercial Taxes Department, Jaipur-li	Jaipur
17.	Shri Pramod Kumar Mathur	Programmer	Cooperative Department	Jaipur
18.	Shri Vineet Mathur	Programmer	Doitc: (Headquarter)	Jaipur
19.	Shri Prakash Chand Bhagnani	Programmer	Public Works Department	Jaipur
20.	Shri Pramod Kumar Patni	Programmer	S.I. & P.F. Department, H/Q	Jaipur
21.	Shri Ghanshyam Das Saini	Programmer	S.I. & P.F. Department, H/Q	Jaipur
22.	Shri Anil Kumar Singhal	Asstt. Programmer	Doitc: (Headquarter)	Jaipur
23.	Shri Sudhir Gupta	Asstt. Programmer	Doitc: (Headquarter)	Jaipur
24.	Shri Lal Chand Kumawat	Asstt. Programmer	Chief Minister Office	Jaipur
25.	Shri Daya Shankar Gupta	Asstt. Programmer	Finance Department	Jaipur
26.	Shri Gugan Ram Saini	Asstt. Programmer	GAD & Cabinet Department	Jaipur
27.	Shri Satya Prakash Yadav	Asstt. Programmer	Finance Department	Jaipur
28.	Shri Ram Kishore Sharma S/O Inder Sharma	Asstt. Programmer	Finance Department	Jaipur
29.	Shri Om Prakash Kumawat S/O Sh. Giriraj Singh	Asstt. Programmer	Finance Department	Jaipur
30.	Shri Babu Lal Rao	Asstt. Programmer	Transport Department	Jaipur
31.	Shri Aruna Mathur	Asstt. Programmer	Government Mahila Polytechnic College	Jaipur

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32.	Shri Ashok Motwani	Asstt. Programmer	Public Works Department	Jaipur
33.	Shri Jai Prakash Sharma S/O Mali Ram Sharma	Asstt. Programmer	Governor Secretariat	Jaipur
34.	Shri Dinesh Kumar Sharma	Asstt. Programmer	Police: Home Department	Jaipur
35.	Shri Pawan Prakash Sharma	Asstt. Programmer	Police: Home Department	Jaipur
36.	Shri Ramavtar Sharma S/O Sh. Kedar Nath Sharma	Asstt. Programmer	Finance Department	Jaipur
37.	Shri Pradeep Kumar Sharma S/O Surendra Kumar Sharma	Asstt. Programmer	Pension And Pensioners Welfare Department	Jaipur
38.	Shri Shivendra Varshneya	Asstt. Programmer	Election Department	Jaipur
39.	Ms Jyoti Agnihotri	Asstt. Programmer	Doitc: (Headquarter)	Jaipur
40.	Shri Raj Kumar Bobade	Asstt. Programmer	Finance Department	Jaipur
41.	Shri Sanjay Jain	Asstt. Programmer	Rajasthan State Ganganagar Sugar Mills, Jhotwara	Jaipur
42.	Shri Prem Prakash Tiwari	Asstt. Programmer	Medical Education Department, Secretariat	Jaipur
43.	Shri Nand Kishore Sharma	Asstt. Programmer	Finance Department	Jaipur
44.	Shri Suresh Tiwari	Asstt. Programmer	Evaluation Organization	Jaipur
45.	Shri Manoj Sharma S/O. Sh. Gopi Kishan Sharma	Asstt. Programmer	S.I. & P.F. Department, H/Q	Jaipur
46.	Ms Madhu Bala Jain	Asstt. Programmer	Irrigation Department(Water Resources Dept)	Jaipur
47.	Ms Manju Jain	Asstt. Programmer	Finance Department	Jaipur
48.	Shri Deepak Bansal	Asstt. Programmer	Rajasthan High Court	Jaipur
49.	Shri Shailendra Goyal	Asstt. Programmer	Office Of The Analyst-Cum-Programmer (Deputy Director) Doit&C-BHQ, Govindgarh	Jaipur
50.	Dr. Anita Bhola	Asstt. Programmer	Rajasthan State Election Commission	Jaipur
51.	Shri Sourabh Sharma	Asstt. Programmer	Planning Department	Jaipur

The above officials 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 Principal Secretary, Transport Department, Jaipur
3. Sr. PA to Principal Secretary, Finance Department, Jaipur
4. Sr. PA to Principal Secretary, GAD & Cabinet Department, Jaipur
5. Sr. PA to Principal Secretary, Co-Operative Department, Jaipur
6. PA to Secretary (II) to CM, Chief Minister Office, Jaipur
7. Sr. PA to Principal Secretary, DoIT&C / Planning Department, Jaipur
8. PA to Secretary to Hon'ble Governor, Governor Secretariat, Jaipur
9. PA to Secretary, Medical Education Department, Jaipur
10. PA to Chief Electoral Officer, Election Department, Jaipur
11. PA to Commissioner, Commercial Taxes Department, Jaipur
12. PA to Secretary, Home Department, Jaipur
13. PA to Secretary, Rajasthan Subordinate And Ministerial Services Selection Board, Jaipur
14. PA to Secretary, Social Justice Department, Jaipur
15. PA to Secretary, RPSC, Ajmer

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16. PA to Secretary, Rajasthan State Election Commission, Jaipur
17. PA to District Collector, Collectorate, Jaipur
18. PA to Secretary, Board of Secondary Education, Ajmer
19. PA to Secretary, Treasury & Accounts Department, Jaipur
20. PA to Secretary, Rajasthan High Court, Jaipur
21. PA to Chief Engineer, Public Works Department, Jaipur
22. PA to Chief Engineer, Irrigation (Water Resource) Department, Jaipur
23. PA to Director, Revenue Research & Training Institute, Ajmer
24. PA to Director, State Insurance & Provident Fund Department, Jaipur
25. PA to Principal, Medical College & Hospitals - SMS, Jaipur
26. PA to Principal, Medical College & Hospitals - JLN, Ajmer
27. PA to Principal, Women's Polytechnic College, Jaipur
28. PA to Director General, Police: Home Department, Jaipur
29. PA to Director, Pension and Pensioners Welfare Department, Jaipur
30. PA to Director, Rajasthan State Ganganagar Sugar Mills, Jaipur
31. PA to Director, Evaluation Department, Jaipur
32. PA to Registrar, Board of Revenue, Ajmer
33. PA to Additional Director, Ayurved Department, Ajmer
34. Sh. Vijay Dalal, ACP (Dy. Director), HCM RIPA, JLN Marg, Jaipur.
35. Sh. R.K.Choubisa, Course Director (Professor), HCM RIPA, JLN Marg, Jaipur
36. Head of Office/OIC (Accounts)/OIC (Website), DoIT&C, Jaipur
37. All Concerned



ACP (Dy. Director)