

No. F(21)DoITC/ Training/IA/2024/

Dated:

Office Order

A five-day onsite training program on “Induction training programme on office procedure & e-governance” for DoIT&C personnel is being organized at Rajasthan Centre for Advanced Technology, Jaipur. Training time will be from 10:00 AM to 6:00 PM. Following Informatics Assistant are directed to attend the training program as per below schedule:-

Batch – 5 (Date from 09-03-2026 to 13-03-2026)

S.No	Name of Officer	Posting Place	Mobile No	Email Id
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Executive Director, R-CAT is hereby directed to ensure the arrangement of all necessary facilities for the training such as refreshment, lunch, welcome kit, training venue, etc.

The above Informatics Assistants are directed to attend the training positively.

TA/DA will be paid by the concerned department as per rules. This bears the approval from competent authority.

(Rameshwar Lal Solanki)
Joint Secretary & Head of Office

Dated:

No. F(21)DoITC/ Training/IA/2024/

Copy to following for Information and necessary action:

1. Sr.PS to Secretary, DoIT&C.
2. Sr.PS to Commissioner and Special Secretary, DoIT&C.
3. HOD's of all Concerned Departments.
4. Executive Director, R-CAT, Jaipur.
5. Chief Account Officer, DoIT&C.
6. OIC (Accounts)/OIC (Website), DoIT&C, Jaipur.
7. OIC R-CAT, Jaipur.
8. Account Section, R-CAT, Jaipur.
9. All Concerned.
10. Guard File.

Joint Secretary & Head of Office

Document certified by RAMESHWAR LAL
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Digitally Signed by
 Rameshwar Lal Solanki
 Designation: Joint Secretary