

OFFICE OF THE JT. DIRECTOR ( TRG.)  
NEW DELHI MUNICIPAL COUNCIL  
ROOM NO. 5007, 5<sup>TH</sup> FLOOR, PALIKA KENDRA,  
SANSAD MARG, NEW DELHI - 110 001

No.1(8)/2015-Trg./ 359/JD (Trg.)

Dated: 04/8/15

CIRCULAR

**Sub: Training Programme by UTCS in August -September 2015-16**

Directorate of Training (UTCS), Govt. of NCT of Delhi has intimated that they are organizing following specialized training programme to update the knowledge of working professional in the respective field.

Sr. No.	Date	Programme	Last Date to send Nomination
1.	13-14 August, 2015	Basic Life Support and First Aid	07/08/2015
2.	21 August, 2015	Retirement Planning	13/08/2015
3.	26-27 August, 2015	Disaster management (General Course)	14/08/2015
4.	03-04 September, 2015	Public Private Partnership (Sensitisation course)	21/08/2015
5.	09 September, 2015	Swachh Bharat Abhiyan-for employee	21/08/2015
6.	16-18 September, 2015	Project Management	04/09/2015
7.	28-29 September, 2015	Orientation Course for Chowkidars/Security Course	20/09/2015

Nominations of interested Employees working in NDMC may be sent to the undersigned, duly recommended by the HOD, by the date indicated against each programme.

**The concerned employees are therefore requested to submit the prescribed nomination form (Annexure-I) at the office of JD (Trg.) at 16<sup>th</sup> Floor, Room No. 1606 Palika Kendra.**

*N. Kalay*  
*04/08/15*  
(NEELAM VENKATACHALAM)  
Jt. Director (Trg.)

*Sh. Ashish*

*04.08.15*