

No. 276/A2/III/Est2018/NCC

NCC Directorate(K&L)
State wing
Thiruvananthapuram
Tele: 0471 - 2721278

15 May 2018

From

The Additional Director General NCC

To

GP Cdr NCC GP HQ, Thiruvananthapuram
GP Cdr NCC GP HQ, Kollam
GP Cdr NCC GP HQ, Kottayam

Sir,

Sub: NCC Dep- Est- Induction training for newly employed Clerks – Names called for – Regarding.

Ref: Institute of Management in Government (IMG), Vikas Bhavan , Tvpm
Letter No 373/P2/2018/IMG dated 27/4/18(copy enclosed)

The Institute of Management in Government (IMG) TVPM proposes to conduct training on various subjects during the financial year 2018-19 for all eligible newly employed clerks who have less than 6 months of service in entry cadre. Those have attended similar training earlier need not to be nominated again... 18 days course will be conducted at IMG Trivandrum for those candidates from Thiruvananthapuram, Kollam and Pathananthilla Districts.

In view of the above, you are requested to forward the names of all eligible employees under your GP/Units to this Directorate for candidates from above districts positively by 19/05/2018 for onward transmission to the IMG Trivandrum for further necessary action. The same may be e mailed in nccjsest@gmail.com

Yours faithfully,



(Shani SJ)
Administrative Assistant
For ADG NCC

Copy to: -A4 Est
Official web site



INSTITUTE OF MANAGEMENT IN GOVERNMENT
(An Autonomous Body Constituted by the Government of Kerala)

Vikas Bhavan P.O.
Thiruvananthapuram - 695 033.

No.373 /P2/2018/IMG

27.4.2018

The Major General
NCC Directorate
Thiruvananthapuram

Sir,

Sub: IMG, TvpM – Induction Training for Newly Recruited LD Clerks (STP -979) –
Nomination called for – reg.
Ref: Training Calendar for the year 2018 -19

Kind attention is invited to the reference cited. The Institute of Management in Government, Thiruvananthapuram propose to conduct the New Induction Training Programmes (Residential) during the Financial year 2018 – 19 for Newly Recruited Clerks who have less than 6 months service in the entry cadre. The New Induction Training Programme covers 18 working days focusing on the Six Critical areas in governance – *Individual Perspective, Rules and Procedures, Finance Management, Service Delivery, e – Governance and Accountability*. The 1st batch of Training will be conducted from 24th May – 14th June 2018 at IMG, Thiruvananthapuram.

We would therefore request you to kindly forward the list of Clerks who have less than 6 months of service in the entry cadre from Thiruvananthapuram, Kollam & Pathanamthitta District for the New Induction Training as early as possible.

Please note that the nominated employees need be relieved for Training only after getting confirmation from this office. *Those who have attended similar training earlier need not be nominated again.*

Please ensure that the nominations reach IMG on or before 10.5.2018 in the following address

The Director General of Training /Secretary
Institute of Management in Government (IMG)
Vikas Bhavan PO, Thiruvananthapuram – 695 033

If any additional information is required in this regard, please contact Dr S Sajeew, Professor (Mob.9446238843) & the Course Director of this programme or the Section Officer, Programme Division, IMG.

Participants may be relieved only after formal confirmation from IMG.

Yours faithfully,
Sd/-
Secretary

Approved for issue

Section Officer

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9/5/2018

A2 III