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No. EDN-HE (21) B (15)05/2019-HIPA-Training-

Directorate of Higher Education

Himachal Pradesh

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Dated: _____ Shimla-171001 _____ the _____ May, 2019

To

All the Deputy Directors of Higher Education
in Himachal Pradesh

Subject: -

Training Programmes on "Planning and Management".

Memo;

In continuation to this Directorate letter of even number dated: 24.04.2019 vide which you were directed to depute 4-5 Middle Level Officers to attend the training programme on "Planning and Management" (PLEASE SEE ANNEXURE-A) to be conducted by HIPA, Fairlawn's, Shimla-12 during the month of June, 2019, September, 2019 and November, 2019 . Sufficient slots have already been allotted to you on dated: 24.04.2019.

You are, therefore once again hereby directed to depute Middle Level Officers for above said training programme as per the allotment on scheduled dates. So that the slots allotted to the Department could be utilized fully. Further, you are once again hereby directed to send the detail of deputed officer's alongwith contact number and address to HIPA 20 days in advance from the commencement of the course, so that necessary arrangements could be made well in time.

The participation of your district is mandatory /compulsory in these training programmes. Further, on completion of the training programme he/she shall submit the feedback report on the proforma to the head of institution who will send the same to the Department for taking further action. Further, it is requested to direct the deputed officers/Officials not to bring their personal vehicles to the Institute for attending the training programmes. Any laxity in the matter will be viewed seriously and Head of Institution and concerned dealing assistant who deal this matter will be responsible not for obeying the orders of higher authorities.

Note:-

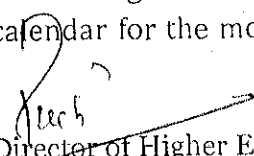
The Officers fails to attend the training programme the necessary entry will be recorded in the service book of the concerned and his/her annual increment can be stopped.

————— Sign. —————

Jt. Director of Higher Education (C-1)
Himachal Pradesh
Phone No. 0177-2652579
E-mail: dhe-sml-hp@gov.in

Endst. No. EDN-HE (21) B (15)05/2019-HIPA-Trg.-Dated: Shimla-171001 the
Copy for information to:-

- 1 The Director, Himachal Pradesh Institute of Public Administration, Fairlawn's, Shimla-12 w.r.t. his/her D. O. No. HIPA (Trg.)-C-06/2019- dated: 06th April, 2019. The district-wise allotment of training programme on "Planning and Management" which was allotted to all the Deputy Director of Higher Education alongwith extract quota has already been uploaded on departmental website i.e. www.educationhp.org. You are, therefore requested to see the departmental website for further inquiry in the matter.
- 2 The Superintendent (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh is hereby requested to upload the training calendar for the month of June, 2019 on departmental website.
- 3 Guard file.


Jt. Director of Higher Education(C-II)
Himachal Pradesh

शिक्षा विभाग
04 JUN 2019

(ANNEXURE-A)

(Training Programme on "Planning & Management")

S. No.		From	To	Level of Participants
1	Training Programme on "Planning Management"	18.06.2019	22.06.2019	Middle Level Officers two each from Bilaspur, Chamba Hamirpur and Kangra District.
2		02.09.2019	06.09.2019	Middle Level Officers two each from Kullu, Kinnaur, L & Spiti and Mandi District
3		25.11.2019	29.11.2019	Middle Level Officers two each from Shimla, Solan, Sirmour and Una District.