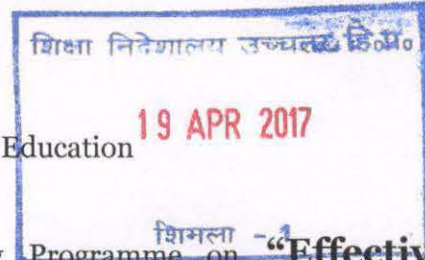


No. EDN-H (21) B (15) 47/2016-All Type Training-  
Directorate of Higher Education  
Himachal Pradesh  
Telephone Number: 0177-2653120, Extension: 234 Fax: 0177-2812882  
E-mail: dir.edu@rediffmail.com & genbr@rediffmail.com

Dated: Shimla-171001 the

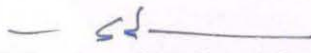
From:- The Director of Higher Education  
Himachal Pradesh  
To All the Deputy Director of Higher Education  
in Himachal Pradesh



Subject: - Regarding Residential Training Programme on **“Effective Office Management & Administration, General Financial Rules”** at Manali (H.P.) during May 22-26, 2017.

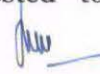
Memo: The National Productivity Council, (Ministry of Commerce & Industry, Government of India) SCO 40 (1st Floor), Sector-7-C, Madhya Marg, Chandigarh is going to conduct Residential Training Programme on **“Effective Office Management & Administration, General Financial Rules”** at Manali (H.P.) during May 22-26, 2017 and requested to nominate participants to attend the above said programme.

In this connection, it is to inform you that the willing candidates may apply for the same at their own cost on voluntary & self-training basis. Further, it is informed that information related to training programmes is available on website: www.nctsr.net.

  
Director of Higher Education  
Himachal Pradesh  
Shimla-171001the

Endst. No. Even Dated:  
Copy for information to:-

- 1 The Principal Secretary (Higher Education) to the Government of Himachal Pradesh, Shimla-2 w.r.t. his letter No. EDN-A-Kha (15)-13/2016-dated 03/04/2017.
- 2 Shri G. Saravanan, Regional Director, National Productivity Council, Utpadakta Bhawan, Lodhi Road, New-Delhi-110003 w.r.t. his reference Number-C-5154-dated:15/03/2017.
- 3 The Superintendent (Computer / IT Cell) Directorate of Higher Education, Himachal Pradesh, Shimla-1 is hereby requested to upload the same on departmental website.
- 4 Guard file.

  
Director of Higher Education  
Himachal Pradesh