



**Government of India  
Ministry of Communications  
Department of Telecommunications  
National Institute of Communication Finance  
Mehrauli Gurgaon Road, Ghitorni, New Delhi-110047**

File No. 14-14/NICF/IT/TDP/2024

To,

1. DG, NTIPRIT, Ghaziabad.
2. Director, RAKNPA, Ghaziabad.
3. Director, WMTDC, Ghitorni.

**Sub: Conduct of ToT under TDP: Direct Trainer Skills (DTS) at NICF from 9th Sep onwards - reg.**

Sir/ Madam,

NICF, an **Utkrisht** level Central Training Institute under the Ministry of Communications, is organizing Direct Trainer Skills (DTS) course under the Trainer Development Programme (TDP) of DoPT as per the schedule below:-

<b>Course No.</b>	<b>DTS/2024/01</b>
<b>Duration</b>	<b>05 Days</b>
<b>Period</b>	<b>09.09.2024 (Monday) to 13.09.2024 Friday)</b>
<b>Timing</b>	<b>0945 Hrs. to 1800 Hrs. daily</b>
<b>Venue</b>	<b>NICF, Ghitorni, New Delhi</b>

**Learning objectives:** Recognizing the importance of trainers in the training function, the TDP was started to impart effective training to government officials at State / UT ATIs & selected Central Training Institutes (CTIs) to develop a cadre of professional trainers and resource persons in various Training of Trainers packages.

**Target Population:** Trainers/Faculties/ Officers of training institutes under Ministry of Communications;

**Last date for sending the nominations: 02.09.2024 (Monday)\*.**

**\*Kindly note that NICF shall issue a confirmed list of participants on 3rd September, 2024 (Tuesday). The nominated officers may book their journey upon receipt of confirmation.**

**Maximum number of participants: 08**

**Course Director** : Sh. Kunal Srivastava, Dy. Director (TPR)  
**Course Coordinator** : Sh. S.K. Singh, AAO, Sh. K.K. Singh, AAO.  
**Contact email-Id** : [aaoit.nicf@gov.in](mailto:aaoit.nicf@gov.in)

While sending the nominations, along with the name of Officer concerned, Designation, Mobile number and Email ID must be submitted by the concerned office for electronic communication with the participants accordingly.

Sl. No.	Name of Officer & Designation	Office/Organization	Email ID	Mobile No.

Training would be conducted at National Institute of Communication Finance (NICF), opposite Pillar No.152, M G Road, New Delhi - 110030.

The food and lodging would be provided at NICF Hostel to the officers nominated for the training. The participating officers **shall not be eligible** to claim reimbursements towards lodging/ boarding and fooding for the duration of the course

(Kunal Srivastava)  
Dy. Director, NICF

Copy to:

1. PPS to Member (F), DCC, DoT HQ, Sanchar Bhawan, New Delhi.
2. PS to DG, NICF, Delhi
3. PS to DDG (E&TF), DoT, Sanchar Bhawan, New Delhi.
4. PS to DDG (CBT), DOT HQ, Delhi.
5. AO (Hostel Warden), NICF.