



Government of India  
Ministry of Communications  
Department of Telecommunications  
National Communication Academy  
NICF Campus, Ghitorni, New Delhi-110047

No. 8-83/NICF/TAR/ Four-weeks Trg Gr. B(2<sup>nd</sup> Batch)/2024-25 Dated- 12.08.2024

**Subject: Four weeks Induction Training Programme for AOs of DoP & DoT-reg.**

Sir/Madam

The training course mentioned in the subject scheduled to be conducted as per particulars given below :-

Course Name : Induction Training for AOs (2<sup>nd</sup> Batch)  
Duration : Four Weeks  
Period : 30.09.2024 to 25.10.2024  
Venue : Academic Block, NCA, NICF Campus, Ghitorni  
Mode of Training : Offline mode  
Last Date for receipt of nomination : 20.09.2024

The list of officers at Annexure 'A' is prepared as per the information received from PA Wing, DoP HQ vide its letter no. 5-5/24-PA Admn I/Ind Trg/AAO dated 20.02.2024. The topics under different modules to be covered during the course of Training are as under:

- Administrative & Management Module
- Telecom Module
- Postal Module
- Behavioral Skill & Specialized Module

**Learning Objective:**

Understanding the concepts of Administrative & Management Module, Postal & Telecom Module and Behavioral Skill & Specialized Module.

**Target Population:** Group B Officers (AOs) of all the units of DoP & DoT.

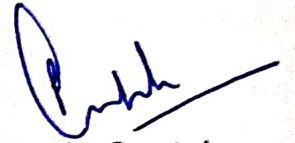
Overall, In-charge of training : Dr. D.K. Singhal, DDG (Mob:9413974274)  
Course Director : Ms. Pooja Gupta, Director (Mob:8810455467)  
Course Coordinator : Sh. Ashwani Kumar, AO (Mob: 9350977985)  
Dy. Course Coordinator : Sh. Gadadhar Rath, AAO(Mob:9437160036)  
Contact email-Id : nicf.moc@gov.in

The concerned Heads of the offices are requested to nominate the officers enlisted in Annexure 'A'.



1. The contact details i.e telephone numbers/Mobile numbers and office email IDs of the nominated officers must be mentioned in the nomination letter to enable this office to contact the officers directly on all training related matters.
2. Nominated officer may kindly book their journey tickets in advance.
3. Accommodation and food shall be provided at NICF Hostel.
4. The trainees are not allowed to bring their families during the training program and request for accommodation for said period in NICF hostel for their families may not be entertained.
5. All participants should have government email IDs.
6. Training is mandatory for all the nominated officers. Exemption would be accepted only in special circumstances with the prior approval of the competent authority i.e Sr. DDG(PAF), DoP HQ New Delhi.

This issues with the approval of Competent Authority.



(Pooja Gupta)  
Director (TAR)

National Communication Academy,  
NICF Campus, Ghitorni

To

1. The CGCA, *MTNL Bhawan, near Zakir Husain college  
Minto Road, New Delhi - 110002.*
2. Sr. DDG (PAF), DoP HQ, New Delhi
3. The concerned Pr. CsCA/CsCA
4. The concerned GM(F)/DAP

Copy to :

1. Sr. PPS to Member (F), Digital Communications Commission, Sanchar Bhawan, New Delhi
2. PPS to Advisor(F) DoT HQ Sanchar Bhawan, New Delhi
3. PA to DG, NCA, NICF Campus, Ghitorni, New Delhi
4. PS to DD(E&TF), DoT HQ Sanchar Bhawan, New Delhi.
5. PS to Jt. CGCA(C&A), New Delhi
6. PS to Director (SEA/Trg &fin), DoT HQ Sanchar Bhawan, New Delhi
7. PS to Director( PA-Admn), DoP (HQ), Dak bhawan, New Delhi.



SL NO.	STAFF NO	NAME OF THE OFFICERS (MS./MR.)	PRESENT PLACE OF POSTING
1	10801	DEEPIKA JAIN	PAO RAJASTHAN
2	10807	SANTOSH GOSWAMI	DOT HQRS.
3	10808	SHALINI GUPTA	PAO RAJASTHAN
4	10812	KAUSHIK CHOWDHURY	PR. CCA KOLKATA
5	10817	MUKESH KUMAR GUPTA	PAO HARYANA
6	10823	RANJAN KUMAR BANERJEE	PAO WEST BENGAL
7	10831	CH RAVINARAYANAKUMAR	DOT HQRS.
8	10832	SAHABUDDIN LASKAR	PLI, Directorate
9	10836	MOUSUMI GHOSH	PAO WEST BENGAL
10	10841	HITHENDRA CHARY A	DOT HQRS.
11	10853	VINODHINI D	PAO KARNATAKA
12	10854	NAGASHRI H S	CCA KARNATAKA
13	10855	APPASAMY R	CCA KARNATAKA
14	10856	ABHAYA KUMAR NATH	PAO, Cuttack
15	10857	NANDAN SAHA	PAO ASSAM
16	10858	PRAKRATI SAXENA	DOT HQRS.
17	10859	MAUSUMI GHOSH	PAO WEST BENGAL
18	10860	NITHYA C C	PAO TAMIL NADU
19	10861	DILIP KUMAR	CCA BIHAR
20	10862	ANIL KUMAR JAIN	CCA PUNJAB
21	10863	RAMJI LAL YADAV	CCA PUNJAB
22	10864	SHANKAR SINGH	CCA J & K
23	10865	SAIKAT DUTTA	PAO WEST BENGAL
24	10866	BHUMIKA SANKET GANDHI	CCA GUJARAT
25	10867	HAREKRUSHNA SAHOO	CCA ODISHA
26	10868	REMYA R.	PAO KERALA
27	10869	NISHANT DILIP BETAWAR	PAO MAHARASHTRA
28	10870	AMIT TRIPATHI	DOP HQRS.
29	10871	DALIA BANERJEE	PAO WEST BENGAL
30	10873	MAHUA HALDER	PAO WEST BENGAL
31	10889	VISHAL JAGDISH TAKSANDE	PAO MAHARASHTRA
32	10898	MUKESH KUMAR MOREY	CCA HIMACHAL PRADESH
33	10904	DIVYASHREE K E	CCA KARNATAKA
34	10989	SANDESH KIRAN	PAO UTTARAKHAND
35	10994	ANITESH BISWAS	PAO UTTAR PRADESH
36	10995	PRANAB KUMAR ROY	CCA BIHAR
37	11025	ASISH KUMAR DAS	PAO NORTH EAST
38	11026	GIRIDHAR TAYUNG	CCA ASSAM
39	11059	MANIDEEPA MAITI	DOT HQRS.
40	11067	SUMIT KUMAR NAG	PAO MADHYA PRADESH
41	11075	AWADHESH KUMAR	PAO UTTARAKHAND
42	11076	PRABIR KUMAR DAS	PAO MAHARASHTRA
43	11114	HARSH KUMAR UBNARE	PAO MADHYA PRADESH
44	11345	LALMOHAN MOHAPATRA	CCA, Odisha
45	11348	CHINNEILAM	PAO NORTH EAST