



**Government of India
Ministry of Communications
Department of Telecommunications
National Communications Academy- Finance
Ghitorni, New Delhi-110047**

No. 8-83/NICF/TAR/ Four-week Trg Gr. B (1st Batch)/2024-25
.03.01.2024

Dated-

Subject: Four-week Induction Training Program for Sr AOs of DoP & DoT-reg.

The Four-week Induction Training Program for Sr AOs of DoP & DoT scheduled to be conducted as per particulars given below: -

Course Name : Induction Training for Sr. AOs (1st Batch)
Duration : Four Week
Period : 20.01.2025 to 14.02.2025
Venue : Academic Block, NCA-F, NICF Campus, Ghitorni
Mode of Training : Offline mode
Last Date for receipt of nomination : 07.01.2025

2. The list of officers at Annexure 'A' (attached with this circular) is in accordance with the list provided by the DoP HQ vide 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

3. Learning Objective:

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

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

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

5. It is pertinent to mention that O/o CGCA is going to conduct LDCE-2025. It has been learned that many Sr AOs have been assigned duties to manage the examination activities scheduled during the period of this Induction training. Therefore, an additional 20 Officers have been nominated to ensure a model class of 40 trainees. The concerned Heads of the offices are requested to nominate at least one officer listed in the enclosed Annexure 'A'.

6. The contact telephone numbers/Mobile numbers and office email IDs of the officers nominated must be mentioned in the nomination letter to enable this office to contact the officers directly on all training related matters.

7. Nominated officer may kindly book their journey tickets after receipt of confirmation from NCA-F.

8. Accommodation and food shall be provided at NCA-F Hostel, NICF Campus, Ghitorni.

9. The trainees are not allowed to bring their families during the training program and request for accommodation for said period in NCA-F hostel for their families may not be entertained.

10. All participants should have government email IDs.

11. Training is mandatory for all the nominated officers. Exemption would be accepted only in special circumstances with the approval of competent authority i.e Sr. DDG(PAF), DoP HQ New Delhi.

This issues with the approval of Competent Authority.

Digitally signed by

Pooja Gupta

Date: 03-01-2025 18:07:32

(Pooja Gupta)

Director

NCA-F, Ghitorni

To

1. The CGCA, 3rd Floor, MTNL Building, Minto Road, New Delhi-

110002

2. Sr. DDG (PAF), DoP HQ, New Delhi-110001
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. PS to DD(E&TF), DoT HQ Sanchar Bhawan, New Delhi.
4. PS to Jt. CGCA(C&A), New Delhi
5. PS to Director (SEA/Trg &fin), DoT HQ Sanchar Bhawan, New Delhi
6. PS to Director(PA-Admn), DoP (HQ), Dak bhawan, New Delhi.

Annexure'-A**List of Sr. AOs (1st Batch) to be held from 20.01.2025 to 14.02.2025**

Sl No.	Staff No.	Name of the Officers (Ms./Mr.)	Present palace of posting
1	10832	SAHABUDDIN LASKAR	PLI, Dte
2	10836	MOUSUMI GHOSH	CCA NE-II
3	10859	MAUSUMI GHOSH	PAO Kolkata
4	10861	Sh. DILIP KUMAR	CCA BIHAR
5	10865	SAIKAT DUTTA	PAO WEST BENGAL
6	10867	HAREKRUSHNA SAHOO	CCA ODISHA
7	10870	AMIT TRIPATHI	DOP HQRS.
8	10871	DALIA BANERJEE	PAO WEST BENGAL
9	10995	Sh. PRANAB KUMAR ROY	CCA BIHAR
10	11059	MANIDEEPA MAITI	PR. CCA KOLKATA
11	11076	PRABIR KUMAR DAS	PAO MAHARASHTRA
12	11361	ANURADHA TUPAKULA	PAO ANDHRA PRADESH
13	11535	DILEEP KUMAR MEENA	PAO RAJASTHAN
14	10872	ASHOK KUMAR MAURYA	PAO UTTARAKHAND
15	10876	ANIT AXERIA	DOT HQRS.
16	10877	MAITREYI CHAKRABARTI SARKAR	CCA WEST BENGAL
17	10879	NIYAS B	PAO TAMIL NADU
18	10880	MUKESH CHAND GURJAR	PAO RAJASTHAN
19	10881	RITU SINGH	PAO UTTAR PRADESH
20	10882	SHREEVIDHYA GOPALAKRISHNAN	PAO TAMIL NADU
21	10883	RAKSHA AGGARWAL	CCA HARYANA
22	10884	SREEJA SABAREESH VARMA	CCA GUJARAT
23	10885	SHOVAN HALDER	PAO JHARKHAND
24	10886	BARNALI BHATTACHARJEE	CGCA
25	10887	APURBA LILA DAS	CCA ASSAM
26	10888	MEENAKSHI JAISWAL	PAO UTTAR PRADESH
27	10890	DEBOLINA PAUL	PAO WEST BENGAL
28	10891	RADHA TANUJA V RAYAPATI	PAO ANDHRA PRADESH
29	10892	MONGALA KARMAKAR	PAO DELHI
30	10894	ARUP PHUKAN	PAO ASSAM
31	10895	MANISH TATVEDI	PAO RAJASTHAN
32	10896	SARAVANAKUMAR K	PAO TELANGANA
33	10897	VISHNU BHANUDAS BORADE	PAO MAHARASHTRA
34	10899	SANTANU JANA	CCA UP (EAST)
35	10900	DEBJEET MUKHOPADHYAY	RAKNPA
36	10901	NAGALAKSHMI S	PR. CCA TAMIL NADU
37	10902	LOVELY CHOWDHURY SENGUPTA	DOT HQRS.
38	10903	C V V NAGARAJU	PAO ANDHRA PRADESH
39	10905	OM PRAKASH GUPTA	PAO RAJASTHAN
40	10906	K PADMAVATHI	PAO KARNATAKA
41	10907	TAMALIKA PODDER	PR. CCA KOLKATA
42	10909	SUDIP SUR	PAO UTTAR PRADESH
43	10910	ANIL KUMAR SHARMA	PAO ASSAM
44	10911	ANJANA LILLY C	PAO TAMIL NADU
45	10912	DEBASISH GUHA THAKURTA	PAO JHARKHAND

46	10913	PREETHA MOHAN	PAO KERALA
47	10914	ADITYA DAS	CCA NE I
48	10915	RAMACHANDRAN P.	PAO MAHARASHTRA
49	10916	BAPI RAJU VENKATA BHASKARA NAGENDRA GADE	DOP HQRS.
50	10917	ABANI KUMAR DAS	CCA JHARKHAND
51	10918	RAMACHANDRAN S	PAO MADHYA PRADESH
52	10919	S RAKESH KUMAR	DOT HQRS.
53	10920	BIRAJ TALUKDAR	CCA ASSAM
54	10921	SUJOY MITRA	PAO UTTAR PRADESH
55	10922	BHANU TUMU	PR. CCA TELANGANA
56	10923	DHANYA J. PRAKASH	PAO KERALA
57	10924	TANMOY BISWAS	DOP HQRS.
58	10925	DHEERAJ KUMAR SHRIVASTAVA	PAO BIHAR
59	10926	SURENDRA PAIDI	CCA MADHYA PRADESH
60	10927	KESHAB CHANDRA DUTTA	DOT HQRS.