



भारत सरकार  
संचार मंत्रालय  
दूरसंचार विभाग  
राष्ट्रीय संचार अकादमी-वित्त (एन०सी०ए०-एफ)  
महरोली-गुरुग्राम मार्ग, घिटोनी  
नई दिल्ली-110047

No: 1-151/NICF/TAR/Webinar/2024-25

Dated. .05.2025

To

- |  |                                   |
|--|-----------------------------------|
| 1. The CGCA, MTNL Building, New Delhi    | 2. Advisor(F), DoT HQ, New Delhi  |
| 3. DG, NTIPRIT, Ghaziabad                | 4. Sr.DDG(PAF), DoP HQ, New Delhi |
| 5. Sr. DDG, TEC                          | 6. All Pr.CsCA/CsCA/GMs(F)/DAPs   |
| 7. Director, RAKNPA, Ghaziabad           | 8. Secretary, TRAI                |
| 9. DG, TSDSI, New Delhi                  | 10. CMD, BSNL, New Delhi          |
| 11. CMD, MTNL, New Delhi                 | 12. ED, CDoT, Delhi               |
| 13. Director, WMTDC, Ghitorni, New Delhi | 14. Deputy General Manager, TCIL  |
| 15. Deputy General Manager, ITI          | 16. Director, BBNL, New Delhi     |

**Subject: Conducting Webinar on "राजभाषा अधिनियम और नियम (Official Language Act and Rules) , "at NCA-F -reg**

The National Communications Academy- Finance (NCA-F) an apex level Central Training Institute of Ministry of Communications, is conducting Webinar on "राजभाषा अधिनियम और नियम (Official Language Act and Rules)," for Group 'A', 'B' & 'C' officers/officials of DoT & DoP.

2. The detail of the Webinar is placed below: -

Sl.No.	Topic	Date Timing	& Name of Faculty
1.	राजभाषा अधिनियम और नियम (Official Language Act and Rules)	16.05.2025 (11.00 AM to 01.00 PM)	Sh. Karan Singh, Ex-Dy.Director, CHTI

**2. Learning Objectives:**

- To popularize official Language Act and Rules among Officers/Officials of DoT & DoP.
- To encourage officers/officials of DoT/DoP to use official Language (Hindi) while preparing Note sheets and Drafts for official purposes.



3. Target Population: Group "A", "B" & "C" Officers/Officials of DoT & DoP

4.

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 (Mob: 9350977985)
Dy. Course Coordinator	Sh. Gadadhar Rath, AAO (Mob:9437160036)
Contact email-Id	nicf.moc@gov.in
Last date of receipt of nominations	15.05.2025
Number of nominations	At least two nominations from each unit

5. All the units of DoT and DoP viz CGCA, RAKNPA, CsCA, GMs (Finance), DsAP office, SEA/DoT HQrs and PAF/DoP HQ, PSUs and various organization associated with DoT/DoP are requested to nominate suitable officers for webinars by 15.5.25, positively. While nominating officers for webinar, the controlling offices are requested to provide details of nominated officers viz name, designation, mobile number, email address etc.

6. Nominations of all eligible officers/officials of DoT and its field units, should be given through the competency portal of DoT only on before 15.05.2025. The URL for filling nominations through competency portal is <https://competency.dot.gov.in>.

7. In case of any query/clarification, Sh. Gadadhar Rath, Dy. Course Coordinator (Mobile No.9437160036) may be contacted.

Digitally signed by  
POOJA GUPTA  
Date: 08-05-2025  
18:40:07

Director

Copy for information and necessary action to:

1. PA to DG, NCA-F, Ghitorni, New Delhi-110047.
2. Director Trg. Finance, DoT HQ, for kind information
3. Director, TER, NCA-F, for uploading of circular on NCA-F Website
4. Faculty of the webinar
5. A.O, Establishment, NCA-F , Ghitorni to ensure the maximum participation of NCA-F officers/officials.
6. Office copy.