

# Guru Gobind Singh Indraprastha University

Sector 16 C, Dwarka, New Delhi-110078

Office of Dy. Registrar, Staff Development Cell

Dated: 08.11.2013

## CIRCULAR

The directorate of training (UTCS) has developed training/refresher programmes for officers under the 'Managerial Competence' category. During the month of December 2013, four training programmes on 'Basic Managerial Competence' will be organized as detailed below:

S.No	Topic of the Training Session	Target beneficiaries and purpose of training	Duration	Last date for Nominations
1.	Basic Life Support and First Aid	To train persons for out of hospital situation of an adult requiring.	05-12-2013 To 06-12-2013	23-11-2013
2.	PPP Projects (Basic Course)	For Officers who have attended the PPP projects and have some exposure of the same.	10-12-2013 To 13-12-2013	29-11-2013
3.	Project Management	To improve the skill sets and knowledge of officers involved in handling various projects for the Govt.	18-12-2013 To 20-12-2013	04-12-2013
4.	Public Private Partnership (Sensitization Course)	For officials with no prior PPP experience.	26-12-2013 To 27-12-2013	10-12-2013

All the HOD/Branch Heads are requested to nominate the names along with the bio-data of the officials willing to attend the aforementioned training programme **before 2 days of the Last Date for nominations** so as to enable further transmission.

(AHTESHAM)

Dy. Registrar  
Staff Development Cell

Copy to:-

1. Prof. Arvinder Kaur, Chairman, SDC.
2. P.S to VC for kind information of the Hon'ble VC.
3. P.S to Registrar for kind information to the Registrar.
4. Public Relations Officer.
5. All the Deans/HODs/Branch Incharges.