



NATIONAL TRAINING ACADEMY
EMPLOYEES' STATE INSURANCE CORPORATION
NRPO BUILDING, EPFO COMPLEX
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F.No.A-34/22/29/10-NTA /63

Dated :24.02.2014

To,

All participants of below mentioned training program,

Through their respective Controlling Officers at,

HO/RO/SRO/DO/SSMCO/ESIH –

Delhi, Haryana, Punjab, Rajasthan, Uttar Pradesh, Uttarakhand, HP, J&K, Mumbai, MP & Gujarat.

Sub : Training on Public Relation for ESIC Nodal Officers (PR)

Sir/Madam,

As understood from Hqrs. PR Division, in order to further strengthen and broaden the PR functions across, they have designated some of the officers like them as 'PR Nodal Officers' who are posted in field offices such as Regional/Sub-Regional/Divisional/Branch Offices as well as in Hospitals to look after the job of Public Relations. The Nodal Officers have been drawn and designated from both the streams i.e. Administrative and Medical one.

Following suggestions from PR Division, the National Training Academy have finalized a 5 days training program for PR Nodal Officers (as per the list enclosed) in association with **Indian Institute of Mass Communication, Aruna Asaf Ali Marg, New Delhi-110067** at their premises w.e.f Monday, 3rd **march to Friday, 7th March, 2014**. The entire training course will be delivered by learned and experienced faculty from IIMC, New Delhi.

All those PR Nodal Officers (as per list) are therefore requested through their respective Controlling Officers to immediately get their tour programs approved by their Controlling Officers and book the journey tickets as early as possible in accordance with their respective travel entitlements. They are advised to prepare their tour programs in such a way that they reach Delhi on previous day evening and leave either in late evening of 7th March or forenoon of 8th March 2014.

Board & lodging arrangements for outstation participants are being made by NTA through the Authorised Agencies and details of such arrangements made will be intimated to the participants once the same are finalized. The outstation participants who do not require board & lodging intimate back please.

Further communication with regard to this training program will follow shortly.

All are welcome to write a mail or make a call to the undersigned should they have any query with regard to this training program.

Thanking You,

Yours Faithfully,

M. K. Arya
Joint Director
Mob : 9560603999.

Copy for kind information to :

1. Insurance Commissioner (PR)
2. Joint Director(PR)
3. Website ContentsManager with a request to upload it on the website