



NATIONAL TRAINING ACADEMY
EMPLOYEES' STATE INSURANCE CORPORATION
NRPO BUILDING, EPFO COMPLEX, DWARKA SECTOR-23, NEW DELHI – 110077
Phone: 011-28050242, Fax: 011-28050242
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No. A/34/36/3/2012-NTA

Date: 16.07.2014

To

Dy. Director, Estt.- I, Hqrs. Office
All the Regional Directors;
The SROs/DOs-in-Charge;
MS,ESIMHs; Deans, ESIM College & PGIMSR
And the SMCs/SSMCs all over India.

Sub:- Holding of “Mandatory-In-Service Training before Promotion” for AD to DD (II Batch) from 19th to 29th August, 2014 at NTA.

Sir/Madam,

The Mandatory-In-Service Training for regular Asst. Directors (2nd Batch) is planned between 19th to 29th August, 2014. List of the participants nominated in the 2nd batch is annexed with this mail. Controlling Officers of the participants whose names figure in the list may kindly advise these officers to attend the said training programme positively. Contact details (E-mail ID and Mobile number) of the participants may please be intimated to NTA immediately by email to dir-nta@esic.in with a copy marked to sunita.rawat@esic.in and pc.lodwal@esic.in.

In case, there is any change in regard to the places of posting of the officer(s) or any other discrepancy in the list, the same may immediately be intimated to NTA.

Lodging and Boarding arrangements for Outstation Participants (Outside Delhi & NCR) will be made by NTA from the afternoon of 18th August to the forenoon of 30th August, 2014. The participants may therefore be directed to plan their return journey only for 30th August forenoon and not on 29th August evening. Details of the Hotel would be intimated in due course. The Controlling Officers may kindly direct the participants to finalize their tour programme with the approval of Competent Authority and email the same to NTA at the earliest.

Further communication with regard to this training program if any, will follow directly to participants once we get their respective email IDs.

Yours faithfully,

(P.C. Lodwal)
O.S. (Trg.)

Encl: As above.