



NATIONAL TRAINING ACADEMY  
EMPLOYEES' STATE INSURANCE CORPORATION  
NRPO BUILDING, EPFO COMPLEX  
DWARKA, SECTOR-23, NEW DELHI-110077  
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F.No.A-34/36/03/2012-NTA

Date: 13.06.2014

To,

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

The National Training Academy, is organizing the Mandatory -in-Service Programme for Assistant Directors prior to their promotion as Deputy Directors. At Annexure A , please find list of 36 Asst. Directors who have been shortlisted for the 1<sup>st</sup> batch of the series of Mandatory – in-Service Trainings to be held for ADs.

The first batch is scheduled to be held from 14<sup>th</sup> July to 25<sup>th</sup> July, 2014 at the National Training Academy, Dwarka, New Delhi. The Controlling Officers of all the ADs whose name appears in the attached list may kindly nominate the ADs for the said training programme. The nominations may be intimated to NTA with the contact details of the ADs i.e. email id and mobile number. These details may be sent by email to [dir-nta@esic.nic.in](mailto:dir-nta@esic.nic.in) with a copy marked to [sunita.rawat@esic.in](mailto:sunita.rawat@esic.in)

The list is based on Hqrs Office Memorandum No A-24/14/1/AD/2010-E.I dated 27.12.2013. In case, there are any changes in the place of posting, the same may be intimated to NTA. Officers with less than two years of service as on 30.06.2014 have not been considered for the training programme.

Lodging and Boarding Arrangements for Outstation Participants shall be made by NTA. Lodging and Boarding arrangements shall be available from 13th July afternoon to 26<sup>th</sup> July forenoon. The ADs may therefore be directed to plan their return journey only on 26<sup>th</sup> July forenoon and not on 25<sup>th</sup> July evening. The Controlling Officers may kindly direct the ADs to finalize their tour programme and email the same to NTA at the earliest.

Yours faithfully,  
Sunita Rawat,  
Deputy Director(F)  
NTA, Dwarka  
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