

No.20/60/2010-CS-II(A)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

New Delhi, dated 29th July, 2010.

OFFICE MEMORANDUM

**Subject: Computer Training for all LDCs and UDCs
in Central Secretariat – Reg.**

The undersigned is directed to say that in the 57th Ordinary Meeting of the Departmental Council (JCM) of the DoP&T held on 8/5/2010, a demand has been raised by the staff side that Computer Training to all LDCs and UDCs in Central Secretariat may be imparted through NIC.

All the Ministries/Departments are accordingly requested to take immediate action for imparting a short term training programme in operation of computer as per their job requirement with the technical support of their respective NIC centres. The programme should include word processing and data base package as well usage of "Internet". This Department may be apprised of the action taken in the matter at the earliest.


(J. Minz)

Under Secretary to the Government of India
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All Ministries/Departments to the Govt. of India