No. 28/69-IH(12)-2018/16688
CHANDIGARH ADMINISTRATION
DEPARTMENT OF PERSONNEL & TRAINING

95

To

Chandigarh, dated the 08-08-2018

All the Administrative Secretaries /
Heads of Departments / Offices / Boards / Corporations,
Chandigarh Administration

Subject:- Mandatory basic ICT skills for the officers / officials of Chandigarh Administration- regarding

Sir/Madam,

In supersession of all previous orders / letters of this Department on the subject noted above I am to inform you that the Chandigarh Administration has now decided to impart ICT Skills training to its officers / officials as under instead of NIELIT:-

i) Training to Group 'A' officers will be given by SPIC, IT Park Chandigarh.

ii) ICT Skills Training to Group B, C and D employees will be given by the following Institutions:-

1. The Chandigarh College of Engineering & Technology (Degree Wing), Sector- 26, Chandigarh
2. The Chandigarh College of Engineering & Technology, (Diploma Wing), Sector- 26, Chandigarh
3. The Government Polytechnic for Women, Sector-10, Chandigarh
4. The Government ITI for Women, Sector-11, Chandigarh.
5. The Government ITI, Sector- 28, Chandigarh

2. The Directorate of Technical Education, Chandigarh Administration has been nominated as "Nodal Agency" for imparting the ICT Skills Training.

3. You are, therefore, requested to send the details of the officers / officials [Group A, B, C & D], who have not attained the age of 55 years, to the Director, Technical Education Chandigarh Administration, immediately.

4. This has the approval of Adviser to the Administrator, Union Territory, Chandigarh.

Special Secretary Personnel & Training
for Adviser to the Administrator,
Chandigarh Administration Sectt

Endst. No. 28/69-IH(12)-2018/16688 Dated 08-08-2018

A copy is forwarded to the Director, Technical Education, Chandigarh Administration for information and immediate necessary action.

Special Secretary Personnel & Training,
for Adviser to the Administrator