

GOVERNMENT OF MEGHALAYA
PERSONNEL AND ADMV. REFORMS (B) DEPARTMENT

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No. FER(AR) 183/83/Pt. I/28, Dt. Shillong, the 18th July, 1997.

From :- Shri C.D. Kynjing, IAS.,
Secretary to the Govt. of Meghalaya,
Personnel and Admv. Reforms (B) Department.

To,
All Principal Secretary/Commissioner & Secretary/
Secretary/Joint Secretary/Deputy Secretary to the
Govt. of Meghalaya.
All Heads of Departments/Administrative Departments.

Subject :- Deputation of officers for training courses within
India and abroad.

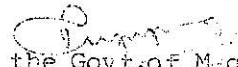
Reference :- This Department's O.M. No. FER(AR) 183/83/Pt. I/11,
dt. 3.4.85 and letter No. FER(AR) 183/83/Pt.
dt. 15.12.87.

Sir,

I am directed to refer to this Department Office Memorandum and letter quoted above and to say that it has been observed that of late most of the Departments while submitting their proposal to this Department for approval to deputation of their officers for training courses within India or abroad, the information/particulars required as per Annexure I enclosed with this Department Office Memorandum No. FER(AR) 183/83/Pt. I/11, dt. 3.4.85, as well as the Biodatas of the Officers as per Annexure II enclosed with this Department letter No. FER(AR) 183/83/Pt. dt. 15.12.87 are not enclosed with their proposal. As a result, this Department have to refer back to the Departments to furnish such information leading to avoidable delay. Cases also have been received where Departments have even submitted their proposals to this Department for deputation of the same officers for the same trainings for which they have already attended earlier. This practice, not only deprived the opportunity to the other officers who have not attended such training but also involves extra expenditure on the part of the State Government.

In order to facilitate proper scrutiny of proposals by this Department and to avoid repeating deputation of officer for the same training courses, all administrative Departments are requested to ensure that while submitting their proposals to this Department for deputation of officers for training courses within India or abroad, the same should be accompanied with the particulars/information as in the Proforma I and II enclosed.

Yours faithfully,


Secretary to the Govt. of Meghalaya,
Personnel and Admv. Reforms (B) Department.

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