



HVPN POWER TRAINING INSTITUTE
Director Principal HPTI,
HPTI Complex, Sec-26, Panchkula
E-mail:hptipanchkula@gmail.com

To,

1. The CE/Admn DHBVNL, Hisar .
2. The CE/Admn HPGCL,Panchkula.
3. The CGM/Admn UHVBNL ,Panchkula
4. The CE/Operation UHVBNL, Panchkula/Rohtak.
5. The SE/Admn-I HVPNL, Panchkula.
6. The SE/Admn-II HVPNL, Panchkula
7. The FA/HQ,HVPNL Panchkula.
8. The CAO,UHVBNL, Panchkula.
9. The CAO,HVPNL ,Panchkula
10. The CAO,HPGCL,Panchkula
11. The CAO, DHVBNL,Hisar.

Memo No Ch. 24 /HPTI-292/Vol-II

Dated:21.03.2018

Sub: Re-scheduled of training for preparation of Departmental Accounts Examination Training for SO Part-I and training on Personality Development and Stress Management

In continuation to this office memo no.Ch-04/HPTI-292/Vol-II dated 08.03.2018 and memo no.Ch-235/HPTI-292/Vol-I dated 26.02.2018 vide which training calendar for the month of the march 2018 was forwarded.

It is inform that only 1 No. candidate reported for training for preparation of Departmental Accounts Examination For SO Part-I scheduled from 18.03.2018 to 22.03.2018 and only 5 Nos. candidates has been nominated for training on Personality Development and Stress Management scheduled from 22.03.2018.

Accordingly both the training are postponed as per following scheduled .

Sr. No.	Description	Duration/Utility	Date of Training	Re-Scheduled Date
1.	Departmental Accounts Examination training for SO Part-I	5 days/All HPUs	18.03.2018 to 22.03.2018	02.04.2018 to 06.04.2018
2.	Training on Personality Development and Stress Management	1 days/All HPUs	22.03.2018	07.04.2018

In view of the above it is requested to nominate officers/Officials for both the training.
This is for kind information and further necessary action please.

Admn Officer-cum-XEN
HPTI,Panchkula.

CC:

1. The SE/Admn, DHBVN, Hisar with a request to issue direction to all the concerned to relieve the participants to attend training as per schedule
2. Dy. Secretary/Estt. HVPNL, Panchkula with a request to take up the matter with all concerned officers to relieve the officers for training.
3. The US/GA HVPNL/UHVBVN/DHBVN, Panchkula/Hisar.
4. All Faculty Members with request to supply training material (if any) at least 3 days in advance, so that the same could be made available to all the trainees well in time
5. SPS to President HPTI-cum-MD HVPNL/HPGCL for kind information of President HPTI-cum-MD HVPNL/HPGCL, Panchkula.
6. SPS to CMD UHVBVN/DHBVN for kind information of CMD UHVBVN/DHBVN, Panchkula.
7. PA to Director Principal, HPTI Panchkula for kind information of Director Principal, HPTI, Panchkula.