



आरोग्यम् सुखसम्पदा

F. No. 1-2/Trg. Course/W&M/2023-24-Acad.

RBM-12011/14/2023-RBM (E 1894)

The National Institute of Health and Family Welfare

(Academic Section)

16th November, 2023

Circular

With reference to e-office RBM-12011/14/2023-RBM (E 1894) note # 5 received on dated 14.11.2023 the "17th Residential Training Programme on" Investigation Techniques and Launching of Prosecution" is scheduled to be held **on 20th to 24th November, 2023 in the Hall number -11 at Teaching Block of the NIHF, New Delhi** is as per details given below:

The following arrangement for the Training Program has to be done.

1.	Course Coordinators	Dr. Rajesh Kumar Dr. S Eswara Reddy
2.	Course Co-Coordinators	Dr. Sarita Gautam Dr. Geetanjali Singh
3.	Course Associate	Dr. Vikram Singh
4.	Hostel Accommodation	Sh. Subash Chand RO and MS Hostel
5.	A.V. equipment/overhead Projector, Laptop and power point.	Mr. B.K. Sharma Technical Officer (AVE)
6.	Tea snacks & Lunch to be provided 40 persons. High tea for 10 persons on the date of inauguration (20.11.2023)	Sh. Subash Chand RO and MS Hostel
7.	Photography	Mr. A.A.A. Khan
8.	Xeroxing work	Mr. S.K. Gayan I/c, (Press)
9.	Maintenance and other arrangements Floral decoration and 5 potted plants for inaugural function	WMO

For any information/clarification, please contact the Course coordinator.

It is requested that a report in this regard should be forwarded in the Academic Section after the completion of Training course.

This issues with the approval of the Director.

To,
All concerned

(S.K. Gupta)
Section Officer (Acad.)

Copy to:

1. SPA to Director/PA to Dean/PA DDA
2. WMO, NIHFW
3. Workshop & Maintenance Section should ensure functioning of Diesel Generator in case of electricity failure, J.E. Civil/Electricity Supervisor.
4. Dr. Ankur Yadav, I/c Communication,
5. Dr. Monika Saini, Chairperson, Hostel,
6. Mr. Pankaj Gautam, I/c, Computer Center.
7. Smt. Hans Kumari, I/c, Teaching Block
8. Section officer (Accounts)
9. I/C Admin-1
10. Sh. Shivcharan, Transport Supervisor
11. Attendant Teaching Block
12. Receptionist, NIHFW, Security Officer, Main Gate-I.

Amo Jc