

A-42011/57/2011-Ad.II
Government of India
Ministry of Corporate Affairs


New Delhi, dated 25.11.2011

OFFICE MEMORANDUM

Subject: Arrangement for ICLS probationer for stay/transport/training.

As per the discussions in the room of Director (AK) in which Director ICLS Academy and the undersigned was present, the training, etc. of ICLS probationers of CSE 2010, has been decided as under :

Conclusion of 86 th Foundation Course of probationers at LBSNAA and other academies	9-12-2011 (Friday)
One week break	12-12-2011 (Monday) to 16-12-2011 (Friday)
Joining before US (Ad.II) and other formalities in Ad.II Section	19-12-2011 (Monday), 10.00 AM
Meeting with Secretary, AS and JS(A)	19-12-2011 (Monday), 11.00 -12.00 AM
(as per convenience)	
Completion of formalities in Ad.II Section	19-12-2011 (Monday), 12.00 – 1.00 PM
Lunch in Shastri Bhawan	1.00 PM
Completion of formalities in Ad.II Section	2.00 – 5.00 PM
Transportation to the place where IICA has made their stay arrangement	5.30 PM
Joining at IICA, Paryavaran Bhawan, CGO Complex, New Delhi	20.12. 2011 (Tuesday) (10 AM)
Training at IICA	From 20-12-2011 to 24-2-2012 (Friday)
Joining at respective RD offices (as per their choices)	27-2-2012 (Monday)


25/11/11

RK Pandey

Under Secretary to the Government of India

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1. Sr.PPS/PPS/PS to Secretary, AS and JS(A)
2. Sh. Rakesh Chandra, Director, ICLS Academy
3. Sh. Alok Kumar, Director, MCA
4. Smt Nirupama Kotru, Director, MCA (IICA)
5. Sh. Lekhan Thakkar, US, IICA
6. E.G Cell --- for placing in Employees Corner (Training)