

**RAJYA SABHA SECRETARIAT
(TRAINING CELL)**

**Parliament House Annexe
New Delhi**

No.RS.18(1)(6)/2016-17/Trg.

Dated 5th October, 2017


C I R C U L A R

**SUB: Management Development Programme from 23rd to 27th October
2017 organized by BPST, Lok Sabha Secretariat.**

The Bureau of Parliamentary Studies & Training (BPST), Lok Sabha Secretariat is organizing a 'Management Development Programme' for Middle level Officers from 23rd to 27th October 2017 for which nomination of officers of the rank of Executive Officer/Research Officer and above up to the rank of Additional Director have been sought. The programme is designed for the officials of Lok Sabha, Rajya Sabha and State Legislature Secretariats.

2. Accordingly, all officers of the level of Executive Officer and up to the level of Additional Director of the LAFEA Service and Research Officer in LARRDI Service, who are interested in attending the said programme may forward their nomination (as per the attached Proforma), duly approved by their Additional Secretary/Joint Secretary concerned to the Training Cell latest by 11th October 2017.

3. It may be mentioned that for consideration of the nominations, the guidelines for Domestic Training will apply. Besides, any officer who has already attended the Training Programme on 'Management Development Programme' at BPST, Lok Sabha Secretariat is not eligible to attend the aforesaid programme.


**(Ravinder Kumar)
Additional Director**

To

All Officers/Sections of LAFEA Service/LARRDI Service.

PROFORMA

1. **Name :**

2. **Designation :**

3. **Contact no. :**
Mobile :
E-mail ID :

4. **Details of Domestic Training Programme
attended during the last three years :**

5. **Brief Job Profile :**

Signature

(with date)