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GOVT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH  
(ESTABLISHMENT BRANCH-IV)

Endst. No. GMCH/EIV/EA3/ 019/


8265

26 FEB 2019

Dated, Chandigarh, the

A copy of letter No. 28/69-IH(12)-2019/2667 dated 13.02.2019 titled Mandatory basic ICT Skills for the officers/ officials of Chandigarh Administration-regarding online registration of employees, received from the Special Secretary Personnel & Training, Chandigarh Administration, is hereby forwarded to the followings for information and with request to concern directly, to the Office Superintendent (Estt.-III), please.

1. The Office Superintendent (Estt. I, II, III, HA-I, HA-II), GMCH, Chandigarh.
2. The System Analyst, IT Centre, GMCH with a request to e-circulate/email the same to all the HODs/Branch Incharges of GMCH Chandigarh.

  
Superintendent (Estb.-IV)  
GMCH, Chandigarh.

572  
22/02/2019 JDA

4088  
15 FEB 2019

Director Principal G MCH

No. 28/69-IH(12)-2019/ 2667  
CHANDIGARH ADMINISTRATION  
DEPARTMENT OF PERSONNEL & TRAINING

Chandigarh, dated the 13/2/19

To

Urgent  
OS(E-III) (for Circulation)

All the Heads of Departments/  
Offices/ Boards/ Corporations,  
Chandigarh Administration.

Sy  
21/2/19 22/2

**Subject:** Mandatory basic ICT skills for the officers/ officials of Chandigarh Administration - regarding online registration of employees.

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Kindly refer to the subject noted above.

2. Please find enclosed herewith a copy of letter No. DTE/1968/739 dated 11.02.2019 received from Director, Technical Education, U.T. Chandigarh, which are self-explanatory for information and necessary action.

*[Signature]*  
Superintendent Personnel & Training  
for Special Secretary Personnel & Training  
Chandigarh Administration

Endst. No. 28/69-IH(12)-2019/2668 Dated: 13/2/19

A copy is forwarded to the Director, Technical Education, Chandigarh Administration for information, w.r.t. his letter referred to above.

*[Signature]*  
Superintendent Personnel & Training  
for Special Secretary Personnel & Training  
Chandigarh Administration

Steno/O.S.E.-III 320  
Dated 22/2/19

Photocopy retained may send the  
PVC to OS E-III & the request to circulate  
the PVC to all the concerned branches for  
circulation please

Mamta  
22/2/19

OS(E-III)

22/2/19

OS(E-III) ol

22/2/19  
E-III

PS/Secy. 159

Dated 12/02/19

P/SECY. (Pm) 159

Dated 11/2/19

From

The Director,  
Technical Education,  
Union Territory, Chandigarh.

SC(Pers) To  
11/2/19

The Secretary,  
Personnel & Training,  
U.T., Chandigarh.

Pers. / Estt. Branch

Diary No. 762

Date 12/02/19

*mm*

11-2-19 Memo No. DTE/1968/ 739  
Chandigarh dated, the: 11-2-19

SSCP)

**Subject: Mandatory basic ICT Skill for the Officers/Officials of Chandigarh Administration - regarding.**

→ CP/351

Supd-CP  
12/02/19

11/2/19

Kindly refer to your letter no. 28/69-IH(12) - 2018/25983 dated

04.12.2018 (Copy enclosed) on the subject noted above.

As per point 2, It is intimated that three month Diploma Course covers approximately 70% of the training module.

(12/12)

12-2-19

RK12

It is suggested that those employees who have done such courses can directly appear for the ICT test and will be awarded ICT Training Certificate after qualifying the test without attending the ICT training.

Submitted for necessary action please.

Director,  
Technical Education,  
Union Territory, Chandigarh.