

संदर्भ : ओ एफ एल / 12 / 19
दिनांक : 20 अगस्त, 2019

सेवा में,

Officer In-charge (Official Language/Hindi/Rajbhasha)
University of Lucknow
Lucknow 226 007, INDIA

कुल सचिव का कार्यालय

डाक प्रारित

संख्या: 8189
तिथि: 05/09/19

लखनऊ विश्वविद्यालय
लखनऊ-226007

DR-600

05.9.19

GA 1102
6/9/19

विषय : गोवा में 9 से 11 दिसम्बर, 2019 तक राजभाषा हिंदी संबंधी तीन दिवसीय विशिष्ट कार्यशाला का आयोजन :

महोदय/महोदया,

नेशनल एकेडेमी ऑफ ह्यूमन रिसोर्स डेवलपमेंट (एन. ए. एच. आर. डी.) केंद्र सरकार और राज्य सरकारों के मंत्रालयों, विभागों, संबद्ध एवं अधीनस्थ कार्यालयों, उपक्रमों, बैंकों, स्वायत्त निकायों आदि में कार्यरत अधिकारियों और कर्मचारियों को प्रशासनिक और वित्तीय विषयों का प्रशिक्षण देने के साथ-साथ राजभाषा हिंदी के प्रचार-प्रसार और विकास के प्रति भी समर्पित है।

2. राजभाषा हिंदी के विभिन्न आयामों के महत्व को ध्यान में रखते हुए यह एकेडेमी इससे संबंधित कौशल-विकास की दिशा 10 और 11 दिसम्बर, 2019 को गोवा में तीन दिवसीय विशिष्ट कार्यशाला का आयोजन किया जा रहा है।

3. इस विशिष्ट कार्यशाला में भारत सरकार और राज्य सरकारों की राजभाषा नीति, संसदीय राजभाषा समिति के निरीक्षणों से संबंधित सूचना और व्यवस्था, राजभाषा संबंधी विभिन्न रिपोर्टें एवं विभिन्न समितियों से संबंधित जानकारी, आज की आवश्यकता के अनुसार कार्यशालाओं की विषय-सूची और प्रभावी आयोजन, विभागीय पत्रिकाओं का प्रकाशन-अपेक्षाएं और सामग्री, राजभाषा नीति के सफल कार्यान्वयन और भारत जैसे बहुभाषी देश और अंतरराष्ट्रीय आवश्यकता को ध्यान में रखते हुए अंग्रेजी-हिंदी-अंग्रेजी अनुवाद की अनिवार्यता, अनुवाद के सिद्धांत, अनुवाद की प्रक्रिया, पारिभाषिक शब्दावली और मानक वर्तनी से संबंधित विषयों पर गहन चर्चा की जाएगी।

4. राजभाषा हिंदी से जुड़े अधिकारियों और कर्मचारियों के लिए यह कार्यशाला बहुत उपयोगी और सार्थक होगी। इस कार्यशाला में अनुभवी संकाय सदस्यों द्वारा उक्त विषयों का प्रशिक्षण दिया जाएगा। इस प्रशिक्षण कार्यक्रम में प्रशिक्षण देने के लिए राजभाषा के क्षेत्र में प्रतिष्ठित विद्वान डा० बिचार दास, पूर्व निदेशक, केंद्रीय अनुवाद ब्यूरो, राजभाषा विभाग, भारत सरकार और सुदीर्घ अनुभवी विद्वान श्री अशोक सचदेव, पूर्व निदेशक (राजभाषा), भारत सरकार ने अपनी सहमति दे दी है।

5. कृपया अधिक जानकारी के लिए निम्नलिखित व्यक्तियों से संपर्क करें और इसके साथ संलग्न अंग्रेजी पाठ को देखें :

(1) रोहित अग्रवाल

(2) विवेक मनचंदा

ईमेल-rohit@nahrd.in

मोबाइल नं०-91-9873057803

ईमेल-vivek@nahrd.in

मोबाइल नं०- 91-9650745789

अतः अनुरोध है कि इस महत्वपूर्ण और उपयोगी राजभाषा संबंधी कार्यशाला में अपने अधिकारियों और कर्मचारियों को नामित करने की कृपा करें, ताकि आपके अधिकारी/कर्मचारी इस विशिष्ट कार्यशाला से लाभान्वित हो सकें।

धन्यवाद,

भवदीय,

DR(GA)

5/9

प्रमोदी (सचिव)

6.9.2019

कुल सचिव

कृते एन० ए० एच० आर० डी०

नेशनल एकेडेमी ऑफ ह्यूमन रिसोर्स डेवलपमेंट

ऑफिस : ए-304, डिफेंस कॉलोनी, नई दिल्ली - 110024

PTO

OS/DR(GA)/Registrar Sir,

कृपया कि सहायता हो तो पत्र मूल रूप से इंगलि website
को L. U की website पर प्रकाशित करने हेतु निर्देशित करना
चाहिए ।

क० ओमेश शर्मा

Heamp

6/9/19

Spens -
OB

6.9.2019.

सत्य है सत्य NO D Hindi Sanskrit
को भी भेजे

S
9/9/2019

DR GA

Ref: OFL/12/19

23.08.2019

RESIDENTIAL WORKSHOP ON OFFICIAL LANGUAGE (RAJBHASHA) AT GOA

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Ministries, Public Sector Undertakings, Autonomous Bodies, Statutory Authorities, Insurance Companies, etc. We have organized large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations.

A workshop on Official Language (Rajbhasha) is being organized by NAHRD from **09.12.2019 to 11.12.2019 at Goa.**

The present workshop is for the benefit of officers dealing with official language policy of Government of India and State Governments in various ministries, Public Sector Undertakings, Autonomous Bodies, Statutory Authorities etc. The present workshop will help the officers in implementing the official language policy, organizing Hindi workshops, dealing with committee of Parliament on Official Language and other Committees and knowledge of theory and practical of translation, standard script of Hindi and knowledge of terminology etc. The present workshop will also benefit officers/ staff members posted in Official Language (Rajbhasha) Department of their organization. The present workshop will also help officers working in region 'A' and 'B' as notified under The Official Languages Rules, 1976. After the workshop the participants shall have updated knowledge and skills on the following aspects:

- Official Language Policy of Government of India & State Governments
- Dealing & Filling-up Questionnaire by Parliament Committee on Official Language
- Quarterly report on progressive use of Hindi
- Theory of Translation and Process of Translation
- Technical Terminology pertaining to Administration, Accounts, Legal etc.
- Noting & Drafting in Hindi
- Hindi Script & Standardization of spellings in Hindi
- Organizing workshops on various subjects related to Official Language in terms of instructions by Central Government

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, etc.

Faculty

Dr. Bichar Das is former Director, Central Translation Bureau, Ministry of Home Affairs (Department of Official Language), Government of India. He is also former Director, Central Hindi Training Institute, Ministry of Home Affairs, Government of India. Dr. Das has handled various administrative duties during his tenure with Government of India. Dr. Das is having huge experience on the present subject and is faculty on the present subject for more than 40 years. Dr. Das is also a visiting faculty for ISTM, Department of Personnel & Training, Government of India and other prestigious institutes on present subject. He is still associated with a number of government organizations in relation to official language policy. He is also recipient of various prestigious awards from various academic institutions. He is also author of 14 books on Official Language, Translation and other subjects. Dr. Das has conducted a number of workshops on the present subject and is a renowned faculty on the present subject.

Sh. Ashok Sachdev is former Director, Ministry of Water Resources, Government of India. He is holding M.A. Degrees in Economics & Hindi. He has worked in various ministries under Government of India during his service under Central Government. He is having 40 years of experience on Official Language. He is also having huge experience with various committees on Official Language such as Parliament Committee on Official Language, Official Language Implementation Committee etc. He has also written a number of articles on various subjects. He is having huge experience of Hindi teaching, Official Language- implementation, translation, financial and administrative matters. He is a renowned faculty on the present subject.

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to Ministry of Road Transport & Highways, Ministry of Commerce & Industry, Ministry of Agriculture, LIC of India, Reserve Bank of India, SEBI, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export- Inspection Council of India, Spices Board, Rail Land Development Authority, ONGC, Indian Space Research Organization, Directorate of Advertising & Visual Publicity, Border Security Force, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, New India Assurance Co. Ltd., North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., Directorate General of Shipping, etc.

Participation Fee:

Single Occupancy -Rs. 40,000/- plus GST @ 18% per participant

Twin Sharing* -Rs. 35,000/- plus GST @ 18% per participant

*Twin Sharing is available only for organizations nominating even number of participants of same gender. The participation fee covers the cost of lodging, boarding, meals & study material of the participants. Spouse/ Family members are welcome on additional all inclusive nominal charges. Nomination on single occupancy is mandatory in case any participant wants to bring his/her spouse/ family members

Venue:

The Fern Kadamba, Panjim Kadamba Plateau, Velha Goa, Goa- 403402

Check In- 09.12.2019 (12 Noon) Check Out- 12.12.2019 (10:00 A.M.)

The workshop will commence at 3:30 P.M. on 09.12.2019 and will conclude at 5:30 P.M. on 11.12.2019.

Nominations may be send through post/ email by providing participants' name, designation, contact number & e-mail ID alongwith cheque/DD in favor of National Academy of Human Resource Development payable at New Delhi. Please note that participation fee is to be paid at the time of nomination. Registration form can be obtained from our website. In case of payment through electronic mode, details are as under:

Bank: Kotak Mahindra Bank. A/c No. 8912179265. CA. IFSC Code. KKBK0004620

PAN: AAJFN7963N

GSTIN: 07AAJFN7963N1ZF

For further information or clarification kindly contact:

Rohit Agarwal

Vivek Manchanda

Email- rohit@nahrd.in
Phone- +91 9873057803

Email-vivek@nahrd.in
Phone-+91 9650745789

Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nomination participant(s) is not able to attend workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited. Limited seats available for the present workshop and hence the nominations will be accepted on first-cum-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date of accepting nominations is 22.11.2019.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

In addition, we can also conduct in-house workshop on the above-mentioned subject for your organization based on your specific requirements. You are kindly requested to provide us with you requirements in this regard.

Thanks & Regards



For NAHRD

In addition, we also request you to consider nominating officers for our other workshops which are as under:

- Workshop on **Goods & Services Tax (GST)** from 23.09.2019 to 25.09.2019 at Goa,
- Workshop on **Insolvency & Bankruptcy Code (IBC)** from 23.09.2019 to 25.09.2019 at Goa,
- Workshop on **Companies Act** from 25.09.2019 to 27.09.2019 at Goa,
- Workshop on **Corporate Social Responsibility (CSR)** from 26.09.2019 to 27.09.2019 at Goa,
- Workshop on **NPA Management** from 10.10.2019 to 12.10.2019 at Gurgaon,
- Workshop on **Reservation in Services** from 14.10.2019 to 16.10.2019 at New Delhi,
- Workshop on **Pay Fixation Rules, MACP & NPS** from 14.10.2019 to 16.10.2019 at New Delhi,
- Workshop on **Prevention of Sexual Harassment of Women at Workplace** from 14.10.2019 to 15.10.2019 at New Delhi
- Workshop on **Administrative Vigilance with Disciplinary Rules & Procedures** from 04.11.2019 to 07.11.2019 at Jim Corbett National Park, Uttarakhand,
- Workshop on **Establishment Rules** from 04.11.2019 to 07.11.2019 at Jim Corbett,
- Workshop on **Handling of Court Cases** from 04.11.2019 to 07.11.2019 at Jim Corbett,
- Workshop on **Right to Information Act** from 18.11.2019 to 21.11.2019 at Udaipur, Rajasthan,
- **Management Development Program** (Influencing Skills, Leadership Skills, Time Management & Stress Management) from 18.11.2019 to 21.11.2019 at Udaipur, Rajasthan,
- Workshop on **Official Language (Rajbhasha)** from 09.12.2019 to 11.12.2019 at Goa,
- Workshop on **Arbitration Act** from 09.12.2019 to 11.12.2019 at Goa,
- Workshop on **Goods & Services Tax (GST)** from 12.12.2019 to 14.12.2019 at Goa,
- Workshop on **Income Tax** from 12.12.2019 to 14.12.2019 at Goa,
- Workshop on **Public Procurement with E- Procurement** from 27.01.2020 to 29.01.2020 at Pondicherry,
- Workshop on **Public Private Partnership (PPP)** from 27.01.2020 to 29.01.2020 at Pondicherry,
- Workshop on **Information Technology Tools for PAs, Secretaries, Stenographers** from 27.01.2020 to 29.01.2020 at Pondicherry,
- Workshop on **Prevention of Sexual Harassment of Women at Workplace** from 30.01.2020 to 01.02.2020 at Pondicherry,
- Workshop on **Companies Act** from 30.01.2020 to 01.02.2020 at Pondicherry,
- Workshop on **Insolvency & Bankruptcy Code** from 30.01.2020 to 01.02.2020 at Pondicherry,
- Workshop on **Right to Information** from 17.02.2020 to 20.02.2020 at Kathmandu, Nepal and
- Workshop on **Administrative Vigilance with Disciplinary Rules** from 17.02.2020 to 20.02.2020 at Kathmandu, Nepal.