



भारत सरकार

प्रशिक्षण महानिदेशालय

कौशल विकास एवं उद्यमशीलता मंत्रालय

क्षेत्रीय निदेशालय कौशल विकास एवं उद्यमशीलता

हेहल (राजकीय आई.टी.आई. के सामने)

रॉंची, झारखण्ड - 834005

Government of India

Directorate General of Training

Ministry of Skill Development & Entrepreneurship

Regional Directorate of Skill Development & Entrepreneurship

Hehal (Opp. Govt. I.T.I.)

Ranchi, Jharkhand- 834005

ईमेल / Email: rdsde-jhr-msde@gov.in

संख्या : आरडीएसडीआईआर/ए-आरडी/विविध/2019-स्था0/149b/155

दिनांक 08.01.2020

### OFFICE ORDER

The undermentioned duties have been allotted between the officials of this Office with immediate effect:

Sl. No.	Name & Designation of Officials	Details of allotted duties
1.	Sri Goutam Das Modak, Deputy Director	<ol style="list-style-type: none"> <li>Head of Office.</li> <li>Apprentice Contracts Generation/approvals from the Regional Director.</li> <li>Legacy Data uploading.</li> <li>AITT (Apprentice) Marks uploading.</li> <li>BTP approvals.</li> <li>Establishment (Industries/Organization) approvals.</li> <li>Visit &amp; monitoring of ITI's.</li> <li>Visit &amp; monitoring of LWE ITI's/SDC's of Jharkhand.</li> <li>NAPS Promotion.</li> <li>Establishment of RDSDE, Ranchi.</li> <li>Nodal Officer for the designated District of Jharkhand.</li> </ol>
2.	Sri Sanchay Bapat, Assistant Director	<ol style="list-style-type: none"> <li>NAPS claims bills.</li> <li>BTP claims bills.</li> <li>BTP approvals.</li> <li>Establishment (Industries/Organization) approvals.</li> <li>Visit &amp; monitoring of ITI's.</li> <li>Visit &amp; monitoring of LWE ITI's/SDC's of Jharkhand.</li> <li>NAPS Promotion.</li> <li>Accounts of RDSDE, Ranchi</li> <li>Purchase /Gem.</li> <li>Nodal Officer for the designated District of Jharkhand.</li> </ol>
3.	Sri Bhim Raj Singh, Training Officer	<ol style="list-style-type: none"> <li>NAPS claims bills.</li> <li>BTP claims bills.</li> <li>BTP approvals.</li> <li>Establishment (Industries/Organization) approvals.</li> <li>Visit &amp; monitoring of ITI's.</li> <li>Visit &amp; monitoring of LWE ITI's/SDC's of Jharkhand.</li> <li>NAPS Promotion.</li> <li>Purchase / Gem.</li> <li>Stores of RDSDE, Ranchi.</li> <li>Nodal Officer for the designated District of Jharkhand.</li> </ol>

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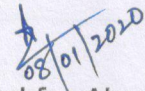
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In addition to the above allotted duties, the officials will also perform the duties as assigned by the Regional Director from time to time.

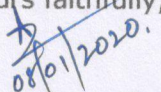
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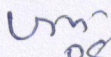
The concerned individual officials-  
for implementation.

  
(B. Ashfaq Ahmed)  
Regional Director/HOD

Copy to:

1. The DDG (CFI), Ministry of Skill Development & Entrepreneurship, Directorate General of Training, Employment Exchange Building, Near ITI Pusa, Pusa Complex, New Delhi - 110 012.
2. The DDG (Apprenticeship), Ministry of Skill Development & Entrepreneurship, Directorate General of Training, Employment Exchange Building, Near ITI Pusa, Pusa Complex, New Delhi - 110 012.
3. The Director Apprenticeship, Ministry of Skill Development & Entrepreneurship, Directorate General of Training, Employment Exchange Building, Near ITI Pusa, Pusa Complex, New Delhi - 110 012.
4. Office of NSTI, Jamshedpur - 832 109.

Yours faithfully,  
  
(B. Ashfaq Ahmed)  
Regional Director/HOD

  
08/01/2020



एक कदम स्वच्छता की ओर  
स्वच्छ भारत स्वस्थ भारत

