

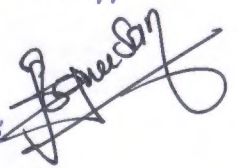
ഐ.എം.ജി. ഡയറക്ടറുടെ കത്തിന്റെ പകർപ്പ് അറിവിലേയ്ക്കായി അയയ്ക്കുന്നു. 2017 ജൂലൈ 27 മുതൽ 29 വരെയും 2017 ഓഗസ്റ്റ് 7 മുതൽ 9 വരെയും നടത്തുന്ന 'Mentoring Skills Course' പരിശീലന പരിപാടിയിൽ പങ്കെടുക്കാൻ താല്പര്യമുള്ള അധ്യാപകരുടെ വിവരങ്ങൾ ഇതോടൊപ്പം ഉള്ളടക്കം ചെയ്തിരിക്കുന്ന പ്രൊഫോർമയിൽ രേഖപ്പെടുത്തി 24/06/2017 -നു മുൻപായി ഈ കാര്യാലയത്തിൽ ലഭ്യമാക്കണമെന്ന് താല്പര്യപ്പെടുന്നു.

ഒപ്പ്/-
കൃഷ്ണകുമാർ ടി.വി
സീനിയർ അഡ്മിനിസ്ട്രേറ്റീവ് ഓഫീസർ

പകർപ്പ്:-

- 1. എല്ലാ കോളേജ് പ്രിൻസിപ്പാൾമാർക്കും
- 2. നടപ്പ് ഫയൽ

//അംഗീകാരത്തോടെ//

സുപ്രണ്ട് 

വൈ.റ്റി. 16/6/17





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INSTITUTE OF MANAGEMENT IN GOVERNMENT

(An Autonomous Body constituted by the Government of Kerala)

REGIONAL CENTRE, KAKKANAD, COCHIN - 682 030

No. GOI-11 & 12 /C3/2017-18/IMG

019117

Dt. 24.05.2017

To
The Director of Collegiate Education,
Vikas Bhavan,
Thiruvananthapuram - 33.

30 MAY 2017

Sir,

Sub:- IMG, Regional Centre, Kochi - Govt. of India sponsored Training programme on *Mentoring Skills Course* during 2017-18- Nomination Called for -- reg.

The Institute of Management in Government proposes to conduct Government of India sponsored Training on "*Mentoring Skills Course*" during 27-29 July 2017 and 7-9 August 2017. The duration of the programme will be **Three** working days.

The aim of the Mentoring Skills Course are:

- To impart knowledge on concept of Mentoring
- To develop skills to carryout the duties of a Mentor .

We would therefore, request you to kindly nominate *in the Form enclosed*, Three (3) Faculty members from your institution for selection to the said training programme. **Kindly note that the officers who have attended similar programmes earlier in IMG, need not be nominated again.**

The period of training will be treated as duty under Rule 12(7)(iii) Part I KSRs. Reading material, Mid session tea and working lunch will be provided to the participants free of cost. Accommodation is offered at our hostel subject to availability. *TADA has to be met from the respective departments since there is no provision to pay TADA to participants from IMG.*

You are therefore requested to forward nominations so as to reach it to **The Regional Director, Institute of Management in Government, Regional Centre, Kakkanad, Kochi-30** on or before 30 June 2017.

It may please be remembered that the nominees need be relieved only after getting a letter of confirmation from this office regarding their selection to the programme.

Yours faithfully,
Sd/-
Regional Director.

Approved for issue

Section Officer.

Copy to : The Programme Officer, IMG, Thiruvananthapuram.

The Convener, Programme Committee, IMG, Thiruvananthapuram.

Dr. Jacob Varghese, Associate Fellow, IMG, RC, Kochi (Course Director)

The Campus Manager, IMG, RC, Kochi.

NOMINATION FORM

Course name	Venue	Date

You may use photocopies of this form. Please complete in capital letters. Strike off items not applicable. Nominations should be submitted at least 4 weeks prior to the course dates to host institute.

NOMINEES INFORMATION

1	Name	
2	Designation	Since(date)
3	Department/ Institute/organization	
4	Scale of Pay	
5	Date of birth	
6	Sex:	Male/Female
7	Category:	SC/ST/General/OBC
8	Address for communication (with Pin Code) e-mail address	
9	FAX Number	
10	Telephone Number, Mobile, e-mail address	
11	Relevance of the training programme to the officer	
12	Details of other "Training of Trainers (ToT)" Courses attended, with dates	