



# Centre for Training & Social Research

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To,

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The Director  
Directorate of Technical Education  
3, Mahapalika Marg, Post Box No. 1967,  
Mumbai  
Maharashtra 400001

Ref. No.: TRG-127/128/129/07/2007  
Dated : 20/07/2007

**SUBJECT :- TECHNICAL WORKSHOP FOR OFFICERS & STAFF**

**PROG.NO.127 - " FINANCE MANAGEMENT "** from 19th to 21st Septemer, 2007.

**PROG.NO.128 - " ESTABLISHMENT RULES "** from 27th to 29th September, 2007.

**PROG.NO . 129 - " CASH, ACCOUNTS & BUDGET MANAGEMENT "** from 11th to 13th October, 2007.

Sir/Madam,

Please find enclosed a copy of the Brochure on the **127<sup>TH</sup> 128<sup>TH</sup> & 129<sup>TH</sup>** Technical Workshop on the topics noted above scheduled to be organised by the CT&SR in Delhi.

We invite your kind attention to the coverage of the programmes as set out at page 2 and 3 of the enclosed brochure. We assure you that these programmes will be very useful to officers and staff in the Headquarter Office, Regional Offices and other subordinate offices of Central Government, Central Autonomous Bodies and PSUs which follow the Central Government rules and help promote upgradation of technical standards in the context of human resource development.

Our Centre, which is run on no-profit, no loss basis' has been engaged inter alia in undertaking Training Programmes on various subjects for the benefit of the officers working in Govt Departments, Public Sector Undertakings, autonomous bodies etc. for the past nine years. Because of our top class Faculty, 5 Star facilities at the venue of training and individual attention, we have been getting highly encouraging response and heartening feedback from the participants who are mainly involved decision making. Because of the marked change in the efficiency of the officers after training, our Centre was invited to conduct in-house training programmes at **ISRO, Sriharikota, Mazagon Docks, Mumbai, B.I.S., Delhi** etc. More than 750 organizations have sent their officers for training to our Centre till date and some of these are mentioned overleaf.

Assuring you once again our best service as per our tradition and hoping to receive nominations for the above programme from your organization.

**With best regards.**

Yours faithfully

Thanking You