MOST IMMEDIATE

No.A-48/2/2011/Admn.III Government of India Ministry of Communications Department of Telecommunications & IT Room No.411, Sanchar Bhavan, 20 Ashoka Road, New Delhi ****

Dated 30 December, 2016

OFFICE MEMORANDUM

SUBJECT:- Nomination of officers for training in Twentieth Appreciation Course in Legislative Drafting to be held under the auspices of the Institute of Legislative Drafting and Research (ILDR) in the Ministry of Law & Justice (Legislative Department), New Delhi from 6th February, 2017 to 20th February, 2017 – regarding.

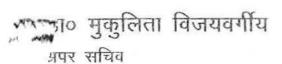
The undersigned is directed to enclose herewith a copy of D.O. No.A-33022/2/2016-ILDR dated 21st December, 2016 received from Additional Secretary, Ministry of Law & Justice, Legislative Department on the above mentioned subject. It is requested that nomination of suitable officers at the level of Under Secretaries and above or of equivalent rank in the prescribed format <u>are</u> to be forwarded to Admn.III Section latest by 10th January, 2017 for onward transmission to the Institute of Legislative Drafting and Research <u>latest by 13th January, 2017</u>.

(P.P. Saha) Under Secretary to the Government of India Tel.No.23036757

Encl: As Above

То

- 1 Wireless Advisor, DoT, Sanchar Bhavan, New Delhi
- 2 Sr.DDG(BW), DoT, Sanchar Bhavan, New Delhi
- 3 Sr.DDG(TEC), DoT, Khurshid Lal Bhavan, Janpath, New Delhi
- 4 DDG(Estt.), DoT, Sanchar Bhavan, New Delhi
- 5 DDG(E & F), DoT, Sanchar Bhavan, New Delhi
- 6 DDG(Security), DoT, Sanchar Bhavan, New Delhi
- 7 DDG (Training), DoT, Sanchar Bhavan, New Delhi.
- 8 Director (WMO), DoT, 3rd Floor, E-Wing, Pushpa Bhavan New Delhi- 110 062.
- 9 Notice Board.



and

DR. MUKULITA VIJAYAWARGIYA ADDITIONAL SECRETARY



भारत सरकार भिविधि और न्याय मंत्रालय विधायी विभाग GOVERNMENT OF INDIA MINISTRY OF LAW AND JUSTICE LEGISLATIVE DEPARTMENT

Course Director (Institute of Legislative Drafting and Research)

Any new pr Dated the 21st December, 2016 D.O. No. A-33022/2/2016-ILDR Dean Sir

The Institute of Legislative Drafting and Research (ILDR), a Wing of the Legislative Department, Ministry of Law and Justice, imparts training to the officers of the Central Government and State Governments, who are dealing with legislative proposals and preparation of drafts of subordinate legislation on the subjects administered by respective Ministries/Departments.

2. ILDR has so far conducted 19 Appreciation Courses in Legislative Drafting. It is now proposed to conduct the Twentieth Appreciation Course in Legislative Drafting from 6th February, 2017 to 20th February, 2017. This Course will, *inter alia*, comprise the basic concept of legislation including subordinate legislation and the procedure for processing of legislative proposals. The Appreciation Course is also expected to fill the communication gap between the Legislative Department and the administrative Ministries/Departments, which have to conceptualise, formulate and initiate proposals for legislation as well as to prepare drafts of statutory rules, regulations, notifications, orders, etc., in respect of the Acts administered by them.

3. The training (theoretical as well as practical) will be imparted to the officers in the ILDR's Lecture Hall, *i.e.*, Room No. 440, 'A' Wing, 4th Floor, Shastri Bhawan, New Delhi-110 001, from 6th February, 2017 to 20th February, 2017 between 10.00 AM to 5.00 PM on all working days and the period of training will be treated as 'on duty'.

4. It is requested to forward nomination of suitable officers at the level of Under Secretary and above or of equivalent rank for the said Course in the enclosed format as early as possible and latest by 13th January, 2017 (Friday). Ministries/Departments may also circulate this information regarding the Appreciation Course amongst the Public Sector Undertakings/Statutory Bodies/Attached/Subordinate Offices and Wings, if any.

With regards,

Encl: As above

874/Adra 27/12

Sh J.S. Deepak 30 Secretary Department of Telecommunications, Ministry of Communications and IT Sanchar Bhawan, 20 - Ashoka Road, New Delhi 110 001.

ours sincerely, (Dr. Mukulita Vijayawa)

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(1) विंग, शारकी मदल, तड़ िं के बिला 1° Hoor, A Wing, Shashri Bhawan New Delhi 110001 101 - 91 11 23385840. Eax: 27 (122) = 0.00 multiplication in metjacast a normal condi-



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Ministry of Law and Justice Legislative Department (INSTITUTE OF LEGISLATIVE DRAFTING AND RESEARCH) (ILDR) (An ISO 9001 : 2008 Certified Institute)



Nomination of officers for training in 20th Appreciation Course on Legislative Drafting to be held under the auspices of the Institute of Legislative Drafting and Research (ILDR) in the Ministry of Law & Justice (Legislative Department), New Delhi from **1" February, 2017 to 15th February, 2017**.

Name of the Sponsoring Ministry / Department/Organisation:-

1.	Name of the Officer nominated (In BLOCK LETTERS)		:					10			13.000			
	(III BLOCK LETTERS)													
2.	(a) Present Designation													
	(b) Since when the present post held		÷										÷.	
	(c) Basic Pay													
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3.	Permanent post held with scale of pay	¢.												
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4.	Date of Birth		:											
5.	Educational Qualifications		:											
c	Demosiument													
6.	Experience													
	(i) in Legislative Drafting		:					- 23						
	(ii) other than Legislative Drafting	1	1										A.:-	
7.	Do the officer's present duties involve													
	Legislative Drafting?									÷.	30		÷.	
						× .								
8.	Does the officer hold a post in the													
	.Sponsoring Department at the level							14					3	
	of Under Secretary and above?		:										1	
						*								
Э.	Has the officer undergone any training													
	before ? (If yes, mention the details)		:						12			વ્યું છે.		
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l0	Does the officer belong to SC/ST/OBC?	. ,	i.	- 25	۰.	5.0		~	*	<u>e</u>)		20	2	
1.	Contact Details				Tel				<u></u>	_(0)			*	
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Date :											•	41		
			Name, Signature and Designation of the sponsoring authority											
								Tel. No						
							Fa	X No.						

ildr.Id@nic.in Note:- Two Passports size colour photographs of the officer sponsored by the PSUs, etc. Other than Central Government/Attached/Subordinate Offices may be attached with this format.