

No. 4-1/2015-IR/17
Department of Telecommunications
512-A, Sanchar Bhawan, 20-Ashoka Road,
New Delhi -110001.

Dated: October 16, 2015

Kindly find enclosed the copy of letter no. 13/30/2015-PMU&TRG regarding Knowledge Co-Creation Program on " **Improving ICT Policy Planning Skills Utilizing Standards** ", from 20th January.– 6th February, 2016 , Japan.

It is requested that the names of the suitable candidates meeting Selection Criteria specified in attachment along with the **complete bio-data, duly filled in DEA's prescribed Performa (Annex-III)** and foreign tour profile as shown below, may please be sent to Director(IR-I) in room No. 508, Sanchar Bhawan New Delhi, by 26 October, 2015.


Specimen of Bio data

1. Name, Staff No. and Designation
2. Date of Birth
3. Qualification
4. Year of Recruitment
5. Present job & duties
6. Study Group Number if any
7. Details of Contact including Mobile No.
8. Status of Annual property returns of the previous year i.e. 2014 within time

Details of Foreign training/visits during last three years

1. Name of training course/visit
2. Period of visit (from-to)
3. Name of country visited
4. Date of submission of tour report

(Encl: as above)


(D. L. Meena) 16.10.15
ADET (IR-I)

Tel. No. 23036352

Copy to :-

1. Member (S), Member (F), Member (T), Telecom Commission/Administrator, USOF for information please
2. All Advisors of Telecom Commission.
3. Add. Secretary (T), All Sr. DDGs, Wireless Advisor /All DDGs/CVO / Joint Secretary (T/A) /Joint Administrator (T/F) USOF in DOT/Sr.DDG TEC New Delhi.
4. Director (HRD), BSNL, Bharat Sanchar Bhawan, Janpath Road ND /FAX 23734072
5. Director (HR), MTNL Corporate Office Jeevan Bharati Tower, 12th floor, 124 Cannaught Circus, New Delhi-110001. FAX 23314243
(BSNL/MTNL being Sector member of ITU/APT, may consider nominations directly on their own expenditure)
6. Director (IR-I), Director (IR-II), DOT
7. Director (IT), DOT is requested for hosting on DOT Website
8. Notice Board/ office copy