



भारत सरकार /Government of India  
परमाणु ऊर्जा विभाग / Department of Atomic Energy  
प्रशासनिक प्रशिक्षण संस्थान / Administrative Training Institute  
शून्य मंजिल, विक्रम साराभाई भवन, अणुशक्तिनगर, मुंबई-४०००९४  
Zero Floor, V.S. Bhavan, Anushakti Nagar, Mumbai-४०००९४  
दूरभाष : (०२२)२५४८६०५७; २५४८६०५९; २५९९१०५७; फ़ैक्स: ०२२-२५५८६८६४  
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Date: 29 June 2016

Subject: Program Code No: 38 - Workshop on Recruitment and Promotion (22/08/2016 to 24/08/2016) at ATI, Mumbai

Administrative Training Institute is organising the following programme. It is requested that nominations of the interested officials may please be sent to us immediately.

Program Code:	38
Title of the Program	Workshop on Recruitment and Promotion
Broad Contents:	Framing and Amending of Recruitment Rules, Departmental Promotion Committee procedure, APAR, Merit Promotion, Reservation Roster, Seniority, Probation, Confirmation etc.
Duration of the Programme	22-Aug-16 To 24-Aug-16 Number of Days 3
Venue:	ATI, Mumbai
TG:	Dealing Hands / Officers
Participating Unit(s)	Constituent Units
Course Capacity:	30
Faculty:	2-Inhouse+ External
Remarks:	

  
(K. Swaminathan)

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1. Head of Units
2. Administrative and Account Heads
3. All Officers in DAE Secretariat, Mumbai and Branch Secretariat
4. Officers in charge of Web content Management in all Units with the request to provide a link to the circular in the intranet
5. AO-III, TSH
6. Manager Canteen, VS Bhavan