

सूचना प्रौ. एवं भौ.सू. प्रभाग-व.उ.सं/

IT&GIS DIV-IFP/2018.20.19.1.340

दिनांक / Dated: 22/01.20.19....



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Director

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(वन, पर्यावरण, एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार की एक स्वायत्त निकाय)

लालगुटवा, एन.एच.-23, गुमला रोड, रांची 835303 (झारखण्ड)

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CIRCULAR

Sub:- Committee for organizing BTSG Training Programme on “Bamboo Nursery Management and Value addition” for the farmers and SFDs of Jharkhand and adjoining State from 4<sup>th</sup> February to 8<sup>th</sup> February, 2019-reg.

BTSG sponsored Training Programme on “Bamboo Nursery Management” for the farmers and SFDs of Jharkhand and adjoining state will be held from 4<sup>th</sup> February to 8<sup>th</sup> February, 2019. In this connection the following committees are being constituted. The Senior most members of each committee shall guide the members and coordinate the various activities and responsibilities.

Sl.No.	Committee	Name of members	Responsibilities
1	Logistic and ,Food & Hospitality	Sri S.N. Mishra, ACTO Sri Anirbon Roy, TO Sri Basant Kumar Sr. Technician Sri Suraj Kumar, TA Sri Vinod Ram Sr. Technician	<ul style="list-style-type: none"><li>Boarding, lodging and supervise all food arrangements including breakfast, conference tea, lunch and dinner.</li><li>transportation of participants</li><li>Engagement of drivers and allotment of duties.</li></ul>
2	Conference Hall Management & Technical support	Sri N. Alam, ACTO Sri S.N. Vaidya, ACTO Sri Basant Kumar, Sr. Technician Sri Arvind Kr Singh Sr. Technician Sri J. K. Chakraborty Sr. Technician	<ul style="list-style-type: none"><li>Various arrangements in conference hall including sound light multimedya, Photography etc.</li><li>Receiving of feedback and attendance of the participants</li></ul>
3	Preparation of Training Kit, Arrangement of Study materials, Reception and Registration and distribution of TA/Honorarium etc.	Sri Rajeev Ranjan, TO Ms. Sumita Sirkar, TO Ms. Rani Sujata Minz UDC Sri S.N. Singh, UDC Sri Baibhav Thakur Sr. Technician	<ul style="list-style-type: none"><li>preparation and distribution of training kit</li><li>Reception and Registration</li><li>distribution of TA/Honorarium</li></ul>
4	Transportation	Sri R.R. Lal., ACTO Sri Anirbon Roy, TO Sri Manish Kumar, Sr. Technician Sri Mahesh Kumar, Sr. Technician	<ul style="list-style-type: none"><li>Transportation of participants and Experts.</li><li>Engagement of drivers and allotment of duties.</li></ul>
5	Field Visit	Sri Ravishankar Prasad, ACTO Sri B.D. Pandit, TO Sri Satish Kumar, TO Sri Suraj Kumar, T.A.	Demonstration of field activities.

Copy to all concerned

Director