

Subject: Training on IT initiatives - Request to attend the training on the last scheduled dates

To: art.pon@nic.in, "Superintending Engineer-I, EDP" <se1ped.pon@nic.in>, dcexcise.pon@nic.in, "Supdt. of Police, HQ" <sphq.pon@nic.in>

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Date: 01/28/19 04:38 PM

From: "Director, Dept. of Information Technology Pondicherry" <directorit.pon@nic.in>

Sir/Madam

Please refer the trailing mail dated 23-01-2019 conducting the training schedule on various IT projects. The training is being imparted every day as per the schedule

As there was no participants deputed/attended from your Department You are requested to depute the concerned officials on any of the dates from 30-01-2019 to 01-02-2019.

Please confirm the date of participation or else reply in case of training is not required

13/01/19  
28/01/19

venue: ICTAcademy, Jaya Nagar, Reddiarpalayam, Puducherry

Commencement of Training at 2-00 PM daily

Sir/Madam,

In continuation to the review meeting held on 10-12-2018 under the Chairmanship of Chief Secretary to review the status on the implementation of IT initiatives

A training is scheduled for all Departments which is attached

In this mail covering the projects as follows:

Sl	Name of the Project	Name of the Official	Duration of the Training	No. of Participants from each Dept.
1.	GeM	Shri J. Gandhimohan Lecturer (Selection Grade), Women's Polytechnic	02-00 PM to 02-30 PM	2 Nos. of Dealing Officials for each initiative (5 IT initiatives)
2.	File Tracking System	Shri T. Samynathan, eOffice Administrator	02-30 PM to 03-00 PM	
3.	Manav Sampada (eHRMS)	Selvi Nivetha, & Selvi Gunaseeli, Software Application Support Level-II	03-00 PM to 03-30 PM	
4.	Migration of websites to cloud	Selvi Nivetha, & Selvi Gunaseeli, Software Application Support Level-II,	03-30 PM to 04-00 PM	
5.	Revamping of websites	Application Support Level-II,	04-00 PM to 04-30 PM	
6.	Awareness on Cyber Security	Shri P. Rajasekaran, Programmer	04-30 PM to 05-00 PM	
	<b>Total</b>		<b>3 Hours</b>	

S.A.O, Web Office Computer,  
Cyber Cell,  
SP-HQ

28/01/19

The concerned Heads of Departments are requested to depute two officials for each project Who are dealing the subject to participate in the training as per schedule to be held at ICT Academy, BSNL Staff Quarters, Jaya Nagar, Reddiarpalayam, Puducherry without fail. The participants shall being the respective login credentials (user id and password) To have a hands-on training. In addition, the Heads of Departments are requested to depute the IT Officials working in the Department for the scheduled training.