

From

Director,
Water and Sanitation Support Organization,
O/o Public Health Engineering Department, Panchkula.

To

The Director,
Haryana Institute of Rural Development,
Nilokheri.

Memo No. 6781 -DWSSO
Dated Panchkula the, 8th Nov. 2012

Subject: - Capacity Building of Gram Panchayats to whom Tubewell based Water Supply Schemes have been handed over for Operation and Maintenance.

It is proposed to hold Capacity Building training programme for all Gram Panchayats at Block level to whom Single Village Tubewell based water supply schemes have been handed over for operation and maintenance, so that they are able to operate and maintain the handed over water supply schemes in a efficient manner.

To train the trainers for above said training programme, it is proposed to hold 3 No. one day workshop for each group of trainers from 20.11.2012 to 22.11.2012 at HIRD, Nilokheri. The total number of trainers are likely to be 180 thereby constituting 60 trainers in one group on any day.

The workshop will be held from 10:00 AM to 5:00 PM each day. It is therefore, requested to make available the required venue and other infrastructure alongwith Tea and Lunch. So the necessary charges for the arrangement may be communicated and will be deposited in due course of time.

You are requested to confirm the programme on said dates.

Director,
Water and Sanitation Support Org.

Endst. No.

6782

Dated: 8/11/12

A copy of the above is forwarded to Executive Engineer, Public Health Engineering Division No. 1, Karnal for information and necessary action. It is requested that at least 2 to 3 officials may be deputed at HIRD, Nilokheri from 20.11.2012 to 22.11.2012 for smooth conduct of the training. The necessary payment may be made to the HIRD, Nilokheri as per the requirement chargeable to NRDWP (Support Funds).

Director,
Water and Sanitation Support Org.