

NIC

13/02/09

MOST IMMEDIATE
OUT AT-ONCE

F.No.4-13/2008-Arch

अंडमान तथा निकोबार प्रशासन

Andaman and Nicobar Administration

सचिवालय / Secretariat

Port Blair dated the ^{2nd} Feb., 2009.

To

All Heads of Department,
A&N Administration.

Sub: -Organizing of training/workshop about RTI & Records
Management - reg.

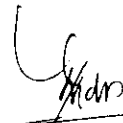
Sir,

I am directed to inform that the Administration has decided to organize a training/workshop on RTI and Records Management at Port Blair in association with National Archives of India, Govt. of India, New Delhi. The duration of the training/workshop would be of four (4) days which will be held from 9th to 12th February, 2009.

It is therefore, requested that one of the PIO may be nominated to attend the workshop/training. The details of the PIO who are nominated for the workshop/training may kindly be intimated to the Assistant Archivist, Records Section, Secretariat latest by 4th February, 2009 positively without fail. Preferably, the officers not attended such training ^{earlier} may be nominated for this training. Deputation of the nominated PIO may kindly be done only after the receipt of the confirmation of the selection by the Administration.

This may kindly be treated as **MOST URGENT**.

Yours faithfully,



(K.M.Lohidakshan)
Assistant Secretary (Arch.)

