

No.8(9)/2010-GC(Vol-IV)  
Government of India  
Ministry of Electronics & IT  
(GC Section)

New Delhi – 110003  
Dated- 31.01.2017

**Subject: Mandatory induction training for Non S&T officers of MeitY.**

DOPT's O.M. No. 28020/1/2010-Estt(C) dated 30<sup>th</sup> October, 2014 inter-alia provides that in all cases of direct recruitment there should be a mandatory induction training of at least two weeks duration which is a pre-requisite for completion of probation period. Four Non S&T officers of MeitY Headquarters are required to undertake Induction Training for completion of their probation period.

3. It is, therefore, requested that if there are Non S&T officers in your organization who have not done Induction Training, the names may be forwarded to this section at the earliest so that a batch of at least 30 participants could be made available for organizing training at CDAC, Noida – the nodal agency for training under MeitY.

*Devender Pal*  
(Devender Pal)  
Section Officer  
Tel: 24301557

To

1. DG(NIC) / DG(STQC)
2. DG(ICERT) / CEO(UIDAI) / CCA / CyAT
3. Head of all Autonomous Bodies of MeitY.

→ Dir-CPI, (M), *Dr. C. P. Singh*  
*Bhaskar K. Singh*

ED's OFFICE
INWARD No. 700
DATE 6/2/2017

NO.8(3)/2014-GC(Vol-II)  
Government of India  
Ministry of Electronics & IT  
(GC Section)

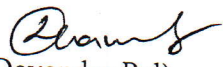
New Delhi-110003  
Dated- 31.01.2017

**Subject: Circulation of a copy of Gazette Notification of the Rights of Persons with Disabilities Act, 2016 – reg.**

Please find enclosed herewith a copy of Ministry of Social Justice and Empowerment, D/o Empowerment of Persons with Disabilities (Divyangjan)'s O.M. No. 16-08/2015-DD III dated 6<sup>th</sup> January, 2017 on the above cited subject for your information and necessary action.

2. As mentioned in the O.M., the Rights of Persons with Disabilities may be perused from the link:

<http://www.disabilityaffairs.gov.in/upload/uploadfiles/files/RPWD%20ACT%201016.pdf>

  
(Devender Pal)  
Section Officer  
Tel: 24301557

Encl: M/o Social Justice & Emp. O.M.

To

1. DG(NIC) / DG(STQC)
2. DG(ICERT) / CyAT / CCA / MD(NICSI) / CEO(UIDAI)
3. Head of all Autonomous Bodies under MeitY.
4. DD(Pers)

*Minister (P), CM, (T)*  
*Blomay Kaul*

ED's OFFICE
INWARD No. 699
DATE 6/2/2017

Dated 06<sup>th</sup> January, 2017

**Subject: Circulation of a copy of Gazette Notification of the Rights of Persons with Disabilities Act, 2016- reg**

24/1/17  
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Per Scanned  
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for you pl.  
 24.1.2017

Dir / Pers



F.No. 8(8)/2017-GC  
Government of India  
Ministry of Electronics & Information Technology  
(GC Section)

New Delhi:110003  
Dated:31.01.2017

Subject: **Reference received from National Productivity Council regarding Productivity Week Celebration 2017.**

National Productivity Council (NPC) - an autonomous organization under Department of Industrial Policy & Promotion, Ministry of Commerce and Industry, Government of India is organizing National Productivity Week throughout the country during **12<sup>th</sup> to 18<sup>th</sup> February, 2017**. The theme "**From waste to profits through Reduce, Recycle and Reuse**" has been selected for the National Productivity Week-2017. (Copy enclosed)

2. Productivity can be enhanced by adopting modern methods, appropriate technologies, using more efficient manufacturing processes, better materials and applying of waste minimisation techniques, resulting in value creation and quality of work.

3. Keeping in view, it is requested to issue necessary directions to your offices for celebrating National Productivity Week during 12-18 Feb.2017. Special training programmes on the themes relevant to Productivity may also be organized wherein Special drive/campaign for "From waste to profit through Reduce, Recycle & Reuse" may be taken up. Further, NPC has mastered several productivity tools such as Lean Manufacturing, Material Flow Cost Accounting (MFCA), Six Sigma, Kaizen, Green Productivity etc which may be availed by contacting Sh. Manoj Saxena, Regional Director, 011-24607343, [manoj.saxena@npcindia.gov.in](mailto:manoj.saxena@npcindia.gov.in).

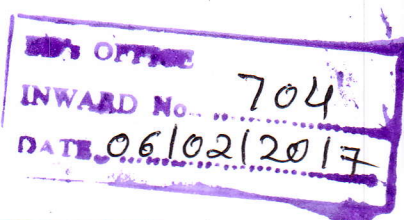
4. This has the approval of JS(Pers.), MeitY.

  
(G.R.Meena)  
Deputy Director  
011-24301237

Encl: As above

To,

1. DG(NIC)/DG(STQC) Dte.
2. All Heads of Autonomous Bodies under MeitY.



कल्पना अवस्थी

भा.प्र.से.

महानिदेशक

KALPANA AWASTHI

I.A.S

DIRECTOR GENERAL



राष्ट्रीय उत्पादकता परिषद्

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार के अन्तर्गत)

उत्पादकता भवन 5-6, इन्स्टीट्यूशनल एरिया

लोदी रोड, नई दिल्ली- 110 003

**NATIONAL PRODUCTIVITY COUNCIL**

(Under Ministry of Commerce & Industry, Govt. of India)

Utpadakta Bhavan, 5-6, Institutional Area

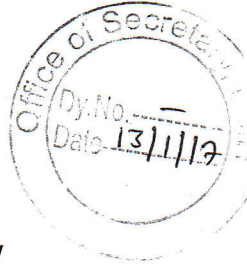
Lodhi Road, New Delhi - 110 003

PA/PW/2016-17

January 9, 2017

Dear Madam,

Namaskaar!



Subject: Productivity Week Celebrations - 2017

You may be aware that National Productivity Council (NPC) is an autonomous organization under Department of Industrial Policy & Promotion, Ministry of Commerce and Industry, Government of India, established on 12<sup>th</sup> Feb, 1958, with the mandate to increase productivity consciousness across all sectors of the economy. (Corporate Brochure enclosed) Like in the previous years, the National Productivity Council will be organizing the observance of 12th February 2017 as Productivity Day and the seven day period from 12th to 18th February, 2017 as National Productivity Week throughout the country.

Productivity can be enhanced by adopting modern methods, appropriate technologies, using more efficient manufacturing processes, better materials and applying of waste minimisation techniques, resulting in value creation and quality of work. Keeping in view the importance of productivity for various sectors of economy, the theme "From waste to profits through Reduce, Recycle and Reuse" has been selected for the National Productivity Week-2017.

I request you to kindly issue necessary directions to your Departmental offices to (i) organize the suggested activities keeping the special theme of the year in view to spread the message of Productivity and (ii) formulate a Plan of Action for improving productivity within the Department and sector.

1. Special talks on TV, Radio discussions, meetings, workshops/round tables focusing on problems being faced on the Productivity front by different industries in the sector.
2. Essay/Paintings/Slogan competitions relating to the theme.
3. A Productivity Improvement Committee may be set up to formulate a Plan of Action for the year - (2017-18) for enhancing productivity in the units.
4. Productivity/Innovation awards may be instituted for individual/team efforts.
5. Special training programmes on the themes relevant to Productivity in your Department may be organized wherein Special drive/campaign for "From waste to profit through Reduce, Recycle & Reuse" may be taken up.

GC (R&D in Ele.)

The downloadable productivity awareness material are available on NPC website address

<http://www.npcindia.gov.in/service/productivity-promotion/>. Your kind support and guidance is appreciated.

Diary No. 23

Dated 16-1-2017

Ged

16/1/2017  
SD/161  
Dir (SC) Dr.

Se-B(SG)

Phone: 011-24618480, 24603331 Fax: 011-24616579, E-mail: dg.npc@npcindia.gov.in Web-Site: www.npcindia.gov.in

OFFICES: Bengaluru • Bhubhneshwar • Chandigarh • Chennai • Delhi • Gandhinagar • Guwahati • Hyderabad • Jaipur • Kanpur • Kolkata • Mumbai • Patna



is solicited in celebrating the Productivity Day and Productivity Week, 2017 in a befitting manner by the Subordinate/Autonomous Bodies in your Department, with a view to make Productivity a truly national movement. NPC has mastered several productivity tools such as Lean Manufacturing, Material Flow Cost Accounting (MFCA), Six Sigma, Kaizen, Green Productivity etc which may be availed of by your subordinate departmental offices by contacting Sh. Manoj Saxena, Regional Director, 011-24607343, manoj.saxena@npcindia.gov.in. He will be keen to meet you at your convenience and assist you.

The organization may wish to share the success stories and photographs of events organized so that we may upload them on our website.

Best Wishes for a Very Happy & Prosperous New Year.

*Warm regards,*

Yours sincerely,

*KA*

(Kalpana Awasthi)

Ms. Aruna Sundararajan, IAS,  
Secretary,  
Ministry of Communications & Information Technology,  
Department of Electronics & Information Technology,  
Electronics Niketan, 6,  
CGO Complex, Lodi Road,  
New Delhi - 110003

फा.सं.1(4)/2011-हि.अ.  
भारत सरकार  
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय  
इलेक्ट्रॉनिक्स निकेतन  
6, सीजीओ कॉम्प्लेक्स

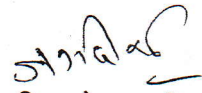
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नई दिल्ली-110 003  
दिनांक: 25.01.2017

विषय: राजभाषा कार्यान्वयन समिति की बैठक में लिए गए निर्णयों पर अनुवर्ती कार्रवाई- स्पंदन पत्रिका का प्रकाशन।

मंत्रालय की हिंदी पत्रिका 'स्पंदन' के चौथे अंक का प्रकाशन हो चुका है। पत्रिका के पांचवे अंक के लिए सामान्य/तकनीकी लेख, कविताएं, व्यंग्य और अन्य प्रकार की रोचक सामग्री [goklanijagdish@yahoo.com](mailto:goklanijagdish@yahoo.com) पर सॉफ्ट कॉपी के रूप में अथवा हार्ड कॉपी के रूप में हिंदी अनुभाग को भेज सकते हैं।

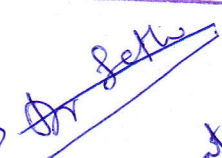
इस मंत्रालय की पत्रिका 'स्पंदन' के समय पर और सफल प्रकाशन के लिए आप सबका सहयोग अपेक्षित है।

  
(जगदीश गोकलानी)  
संयुक्त निदेशक (राजभाषा)

प्रतिलिप:-

1. इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय के सभी ग्रुप प्रमुख/प्रभाग/अनुभाग
2. मंत्रालय के सभी संबद्ध/अधीनस्थ कार्यालय और संस्थाएं
3. इंटर-एमईआईटीवाई

ED's OFFICE
INWARD NO. 701
DATE 6/2/2017

→   
Bhavani Kaul

पूणे/हवराबाद/त्रिपुर, निदेशक आवश्यक कार्यवाही

तानयसेठ  
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