



भारत सरकार/Government of India

खान मंत्रालय/Ministry of Mines

भारतीय भूवैज्ञानिक सर्वेक्षण/Geological Survey of India

केंद्रिय मुख्यालय/Central Head Quarters

27जबाहर लाल नेहरू रोड/27,J.L.Nehru Road

कोलकाता/Kolkata-700016

[Tel.-(033)2286-1670 (Extn.-1323), Fax-(033)2286-1670/2252-3074]

No. 98 /C-31011/201/IMI Training/2018-Vig.

Date : 21/01/2019.

OFFICE ORDER

This is to convey that the Competent Authority of Geological Survey of India, has accorded Administrative Approval & Financial Sanction for a consolidated amount of Rs. 1,17,883/- (Rupees One Lakh Seventeen Thousand Eight Hundred and Eighty three only) towards fees & registration in respect of Shri Saugata Dutta, Director (G) & V.O, ER, Kolkata as non-residential participant (Rs.18,479/- including GST), Dr. S. R. Basir, Director (G) & V.O, SR, Shri Milind Dhakate, Director (G) & VO, CR, Shri Rajeev Ranjan Singh, Supdt. Geophysicist & VO, GSITI, and Shri G. Nagendran, Director (G) & VO M&CSD as residential participants at the rate of Rs.24,851/- per participant (i.e Rs.24,851/- x 4 = Rs.99,404/- including GST) for participating in the Training-cum-Workshop on "**Departmental Inquiries for General Executives**" to be held from 28 - 30 January, 2019 at IMI,Kolkata.

It is requested to arrange to pay through ECS/Draft as per the payment Terms and Conditions (copy enclosed) before the commencement of the Training/Workshop.

No hard copy of this office order is forwarded individually. It is requested to utilise the downloaded copy from the portal.

Encl : As above.

(तपन कुमार जाना/Tapan Kumar Jana)

निदेशक (भूविज्ञान) और सतर्कता अधिकारी, भा.भू.स, केंद्रिय मुख्यालय, कोलकाता
Director (G) and Vigilance Officer, GSI, CHQ, Kolkata

To

1. The Addl. Director General & HOD, ER, Kolkata. It is requested to remit an amount of Rs.18,479/- towards registration fees in respect of S/Shri Saugata Dutta, Director (G) & VO, Kolkata, directly to IMI, Kolkata through ECS/Draft as mentioned in the brochure enclosed.
2. The Addl. Director General & HOD, SR, Hyderabad. It is requested to remit an amount of Rs.24,851/- towards registration fees in respect of Dr. S. R. Basir, Director & V.O, directly to IMI, Kolkata through ECS/Draft as mentioned in the brochure enclosed.
3. The Addl. Director General & HOD, CR, Nagpur. It is requested to remit an amount of Rs.24,851/- towards registration fees in respect of Shri Milind Dhakate, Director (G) & V.O, directly to IMI, Kolkata through ECS/Draft as mentioned in the brochure enclosed.
4. The Addl. Director General & HOD, GSITI, Hyderabad. It is requested to remit an amount of Rs.24,851/- towards registration fees in respect of Shri Rajeev Ranjan Singh, Superintending Geophysicist & V.O, directly to IMI, Kolkata through ECS/Draft as mentioned in the brochure enclosed.
5. The Dy. Director General & HOD, M&CSD, Mangalore.. It is requested to remit an amount of Rs.24,851/- towards registration fees in respect of Shri G. Nagendran, Director (G) & V.O, directly to IMI, Kolkata through ECS/Draft as mentioned in the brochure enclosed.

6. The Dy. Director General (IT), GSI, CHQ, Kolkata. He is requested to upload the office order in GSI Portal.
7. The Controller of Accounts, Central Accounts Office, 5 & 6, Esplanade East, Kolkata – 700 069
8. Shri Saugata Dutta, Director (G) & V.O, GSI, ER, Kolkata
9. Dr. S. R. Basir, Director (G) & V.O, GSI,SR, Hyderabad.
10. Shri Milind Dhakate, Director (G) & V.O, GSI,CR, Nagpur.
11. Shri G. Nagendran, Director (G) & V.O, GSI,M&CSD, Mangalore.
12. Shri Rajeev Ranjan Singh, Supdt. Geophysicist & V.O, GSITI, SR, Hyderabad
13. The Sr. P. S. to DG, GSI, Kolkata.



International Management Institute
Kolkata



WORKSHOP ON

**DEPARTMENTAL INQUIRIES FOR GENERAL
EXECUTIVES**

28th 29th & 30th January, 2019.

**Jointly Organised by
IMI-Kolkata & Vigilance Study Circle, Kolkata**

At

International Management Institute- Kolkata 2/4C, Judges Court Road, Alipore, Kolkata-
700027

Telephone: +91 33 66529651/618/600, Telefax: +91 33 66529618

International Management Institute- Kolkata has a long association with Central Vigilance Commission (CVC), Kolkata Chapter. Looking into the various needs of various PSUs, IMI Kolkata has been conducting various professional training programmes jointly with CVC, Kolkata Chapter from time to time.

During 2015 a programme on Departmental Enquiry was organized which had participants from among the middle and senior level executives working in various vigilance and disciplinary cells of different PSUs. The programme was conducted by very senior and experienced persons from CVC, CBI, PSUs and Banking Sector having extensive expertise in handling various types of Vigilance cases and Inquiries. Keeping in mind the excellent feedback and the request for more such programmes, the programme on Departmental Enquiry is being organized once again from July 28-30, 2016.

International Management Institute (IMI)Kolkata, was established in 2010. IMI carries the mantle of being the country's first corporate-sponsored B-school Kolkata. IMI-K has been gaining ground in different areas including Management Development Programme and Training. Increasingly we have received patronage and earned accolades from the discerning Corporates and PSUs.

IMI Kolkata has Internal Faculty with wide experience from industry and academia as well as a good pool of visiting faculty and industry experts. All the internal faculties are Doctorates from Institutes /Universities of National repute like IITs/IIMs etc. with extensive research publications.

The IMI Kolkata campus is centrally located in the city and equipped with state-of-the-art infrastructural, academic and residential facilities with the latest audio-visual teaching aids and wireless laptops for learners to access the IMI Kolkata intranet. The single occupancy A.C. Executive rooms are fully furnished with modern amenities including Internet connection to facilitate extended study hours for the participants.

- The Institute has been ranked 49th among top Business schools in the country in the year 2017 by National Institutional Ranking Framework(NIRF) Ministry of H.R , Govt.ofIndia
- The Institute has also been accredited with the prestigious National Board of Accreditation(NBA) for its PGDMprogramme
- The Institute has received approval from AICTE for Fellow programme from year2017-18.
- The Association of Indian Universities has accredited MBA equivalence to our PGDM programme

Programme Content: Departmental Inquiries

1. Drafting of ChargeSheet
2. Disciplinary Proceedings Mechanism
3. Stages Involved and Critical Points in proceedings
4. Disciplinary Proceedings Mechanism, Role of IO/PO/DA
5. Practical Problems in Departmental Inquiries and their possible solutions with live cases.
6. Appraisal of evidence & Facets of Inquiry report, Examination of Inquiry Report
7. Question on Departmental Inquiries, Relevant Court Rulings, Discussion on certain case studies
8. Effective and flawless conduct of disciplinary proceedings

Pedagogy

The workshop would be based on case studies, live examples and interactive sessions. Reading material and the content would be designed for effective comprehension. Mock-Inquiry sessions would be provided with a view to facilitate participants understand the entire process

Resource Persons: Very senior and experienced persons from CVC and PSUs having extensive expertise in handling various types of Vigilance cases and Inquiries on a day to day basis in CVC and Public Enterprises will handle the sessions

Fees & Registration

CATEGORY	FEES per participant for 3 days plus applicable taxes (GST 18%)	For Residential Participants: <u>Check in</u> – 2.00 p.m. onwards on 27 th January, 2019 <u>Check out</u> – by 12.00 noon on 31 st January, 2019
<u>Non-Residential</u>	Rs. 17400/- + 3132 (GST @18%) = Rs 20532	(includes daily 2 times tea , snacks & lunch)
<u>Residential</u>	Rs. 23400/- + 4212 (GST @18%) = Rs 27612	Accommodation: single AC Residential arrangement with all the modern facilities (TV, Intercom, tea, biscuits, fruits arrangement, etc.) (includes daily 2 times tea , snacks + breakfast + lunch & dinner)

A DISCOUNT OF 10% IS ALLOWED FOR THREE OR MORE NOMINATION FROM SAME ORGANIZATION.

Receipt of Nomination. Participants should be nominated by their organizations well in time to avoid chances of last minute rejections. Substitution is permitted in case of Persons not able to make it. Nominations may be mailed to Ms Ankita Majumdar at mail id: a.majumdar@imi-k.edu.in / mdp.imik@imi-k.edu.in under copy marked to Dr. Sarojakshya Chatterjee at sa.chatterjee@imi-k.edu.in latest by 17th January, 2019 followed by hard copy.

Duration: Three Day Programme- 28th, 29th and 30th January, 2019

Venue- IMI-Kolkata Campus, 2/4C Judges Court Road Alipore Kolkata-700027

Payment terms:

Payment should be made before commencement of the programme by Cheque/ Draft drawn in favor of International Management Institute Kolkata, payable at Kolkata. To be sent to the undernoted address or could be given at the time of registration.

For directly crediting the amount, same should be sent to the account of IMI-KOLKATA as detailed mentioned below.

Bank Account Details for e- Transfer: through NEFT / RTGS

PAN: AABTA8025E

SERVICE REGN. NO AABTA8025ESD002

Bank Name : AXIS BANK

Account Holder name- International Management Institute Kolkata

IFS CODE: UTIB0000391 MICR CODE: 700211026

ACCOUNT NO : 911010066934574

Branch : PANCHANANTALA BRANCH, HOWRAH

MICR: 700211026

Address : PANCHANANTALA BRANCH, DESHPRAN SASHMAL ROAD, HOWRAH 2, PIN: 711101

If TDS is deducted kindly send the TDS certificate to the address mentioned in the letter head

Note: After e-remittance please invariably intimate us by mail remittance details such as (i) Remitting Bank and Remitting Branch (ii) Amount remitted (iii) Transaction id & (iv) Date of remittance to track the receipt at our end.

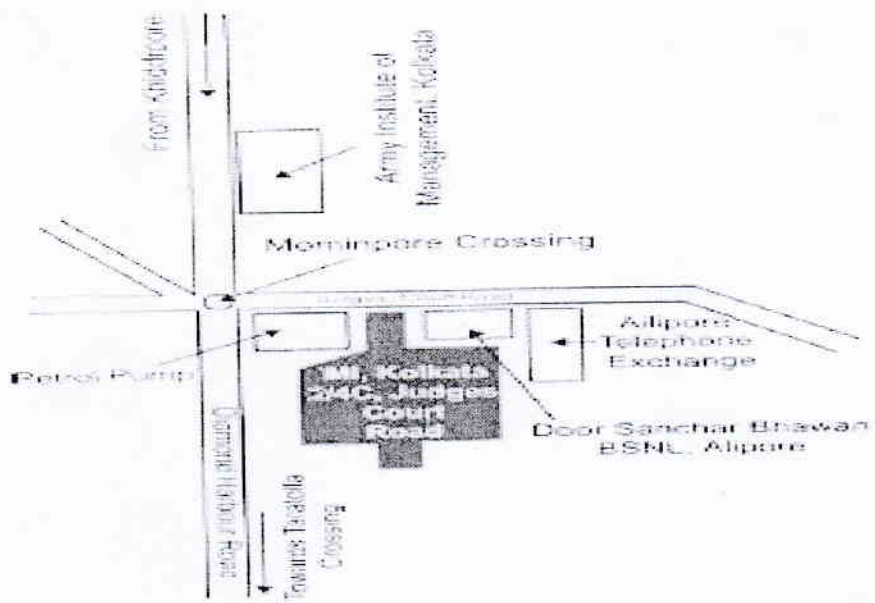
For any additional information/ enquiry, please contact:

Programme Coordinators: Ms Ankita Majumdar, MDP & EDP Executive

E-mail:

a.majumdar@imi-k.edu.in mdp.imik@imi-k.edu.in MobileNo.:9830214814

Programme Director: Dr. Sarojakshya Chatterjee- sa.chatterjee@imi-k.edu.in, 9748792455
Route Map



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