

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
REVENUE DEPARTMENT (HQ)
GENERAL ADMINISTRATION BRANCH,
05-SHAM NATH MARG, DELHI -110054.**

F.1 (165)/GA/DC/HQ/2022/516

Dated: 20/03/2025

To,

The SDM (HQ)
o/o the DM concerned,
Revenue Department, GNCTD.

Sub: Two weeks in-service training for Stenographer Gr-III for consideration of their promotion to the post of Personal Assistant.

Sir/Madam,

This is in reference to the Dte. of UTCS's letter no. F.11/01/1/2024-25/UTCS/Steno/TS-FT/2057-2059 dated 17-03-2025 (enclosed) regarding Two weeks in-service training for Stenographer Gr-III for consideration of their promotion to the post of Personal Assistant.

The following officials have deputed for this training, and will report to UTCS as per schedule of their training

BATCH-I (From 25.03.2025 to 08.04.2025)				
S.No.	Seniority no.	Name of official	D.O.B	District
1.	2204	KAMALJEET KAUR	02.01.1968	SOUTH-WEST
2.	2206	SANJU DUBEY	01.07.1967	SOUTH
3.	2260	MOHIT KUMAR	29.09.1989	SOUTH-EAST
4.	2267	SUNNY KUMAR	18.11.1994	NORTH-WEST
5.	2268	PREETI SHUKLA	04.04.1993	REVENUE DEPARTMENT (HQ)
6.	2278	CHANDER MANI DIXIT	24.02.1993	SOUTH
7.	2280	GOPAL TIWARI	08.07.1993	RERA-L&B DIV from
8.	2282	ADITI BHALLA	07.02.1995	REVENUE DEPARTMENT (HQ)
9.	2292	SARITA	11.10.1987	REVENUE DEPARTMENT (HQ)
10.	2309	AMIR AHMAD	03.07.1992	REVENUE DEPARTMENT (HQ)
11.	2313	TARUN SHARMA	07.12.1988	REVENUE DEPARTMENT (HQ)
12.	2315	RUPESH KUMAR MALAKAR	20.05.1991	NORTH-EAST
13.	2332	YAMINI	23.03.1995	REVENUE DEPARTMENT (HQ)
14.	2335	VIKAS	30.08.1993	NORTH-WEST

BATCH-II (From 01.04.2025 to 15.04.2025)				
S.No.	Seniority no.	Name of official	D.O.B	District
1.	2352	TANNU SHARMA	06.07.1990	REVENUE DEPARTMENT (HQ)
2.	2370	AARTI YADAV	26.12.1991	WEST

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3.	2377	NIMMY DAKSH	24.03.1992	REVENUE DEPARTMENT (HQ)
4.	2421	DEEPAK KUMAR	25.03.1994	REVENUE DEPARTMENT (HQ)

BATCH-III
(From 08.04.2025 TO 23.04.2025)

S.No.	Seniority no.	Name of official	D.O.B	District
1.	2439	NITIN	15.06.1992	WEST
2.	2442	PRAVEEN KUSHWAHA	27.06.1993	REVENUE DEPARTMENT (HQ)
3.	2444	BHAWNA MAHUR	26.09.1996	SHAHDRRA
4.	2458	RAHUL KUMAR	31.01.1995	SHAHDRRA
5.	2480	BABY	10.09.1993	REVENUE DEPARTMENT (HQ)
6.	2495	PRABHAT YADAV	05.01.1991	REVENUE DEPARTMENT (HQ)
7.	2498	TARUN SINGH	14.11.1995	EAST

Yours faithfully,

Encl: As above.

(Section Officer)
General Administration Branch

F.1 (165)/GA/DC/HQ/2022/516

Dated: 20/03/2025

Copy for information to:-

01. Assistant Director (In-Service Trg.), Dte. of Training ,UTCS, Vishwas Nagar Institutional Area, Behind Karkardooma Courts Delhi-110032.
02. System Analyst (I.T. Branch), with the request to upload the letter on Department's website.
02. Officials concerned for compliance.

(Section Officer)
General Administration Branch