

GOVERNMENT OF ODISHA  
FINANCE DEPARTMENT

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No. FIN-OE2-ESTT-0263/2012. 36316 /F.,

Dated 6/12/2013

From

Sri H.R. Mohanty,  
Under Secretary to Government.

To

The Commissioner of Commercial Taxes,  
Odisha, Cuttack. /  
The Director of Treasuries & Inspection, Bhubaneswar. /  
The Controller of Accounts, Odisha, Bhubaneswar. /  
The Director, Madhusudan Das Regional Academy of Financial  
Management, Chandrasekharapur, Bhubaneswar. /  
The Director, Local Fund Audit, Bhubaneswar.

Sub: Training Programme on "Management Development Programme for Women Executives" from January 20-24, 2014 at ASCI, Hyderabad - Inviting nominations.

Sir,

I am directed to enclose herewith a copy of letter dated 26.09.2013 received from Dr. Shahaida P, Programme Director, ASCI, Hyderabad and to request you to sponsor the names of willing Women Officers of Odisha Finance Service (with their Contact No. FAX No. e-mail address) to attend Training Programme on "Management Development Programme for Women Executives" schedule to be held from 20.01.2014 to 24.01.2014 at ASCI, Hyderabad. The nominations should reach this Department by 15.12.2013.

Yours faithfully,

  
Under Secretary to Government

Memo No. 36317 /F.,

Dated 6/12/2013

Copy alongwith copy of the letter dated 26.09.2013 received from Dr. Shahaida P, Programme Director, ASCI, Hyderabad forwarded to All Departments / All Heads of the Department for information and necessary action.

They are requested to send the nominations of willing Women Officers of Odisha Finance Service for taking further action in the matter.

  
Under Secretary to Government





# ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, A.P. (India)  
Ph: 0091-40-66533000 13 Lines, 66534236 (Direct) Telefax: (Programmes Office) 0091-40-23324365  
Fax: 0091-40-66534356, email: poffice@asci.org.in, URL: http://www.asci.org.in

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September 26, 2013

Dr. Shahaida P  
Programme Director

## Management Development Programme for Women Executives (January 20-24, 2014)

DP

Dear Sir/Madam,

Administrative Staff College of India (ASCI) is pleased to announce the 22<sup>nd</sup> Management Development Programme for Women Executives from January 20-24, 2014 at its Bella Vista Campus in Hyderabad.

With the increasing representation of Women in professional positions, organizations need to adopt a proactive approach towards the development of Women Executives. This programme is designed to provide Women Executives with an integrated perspective of general management and an understanding of the key business processes. In addition, the programme will cover specific issues and problems encountered by women executives in the work place.

ASCI's Management Development Programme for Women Executives is designed to poise the next generation of high potential women to succeed as individuals, team leaders, and organizational visionaries.

During the highly participatory learning oriented residential programme at Bella Vista, participants will use case studies and be exposed to best practices in addressing the major challenges facing their respective organisations.

This contemporary Management Development Programme for Women Executives will be of value to the managers in banking, corporate and public sectors, NGOs, PPPs, consultancies and entrepreneurial organisations. Early nominations are recommended as admission is based on a first-come-first-served basis.

Please note that the nominees are requested to carry with them the proof of Medical Insurance. The Sponsoring Agency is required to endorse the nominee's Medical coverage in the event of hospitalization.

Looking forward to hearing from you.

Cordially yours,

Shahaida P

M. put my  
26/11

Spl. Secretary (A&M)

for kind personal - two  
Sir, can we send one or two  
participants?  
25/11

Encl : Brochure and Nomination form.



**Nomination Form  
Management Development Programme for  
Women Executives  
(January 20-24, 2014)**

**Nominee's Personal Information :**

Name	:	_____	Date of Birth	:	_____	
Designation	:	_____				
Organisation	:	_____				
Address	:	_____				
Phone(s)	:	(Off) : _____	(Mobile) : _____	Home	:	_____
e-mail	:	_____		Fax	:	_____
Education	:	_____				

Training Programmes Attended : \_\_\_\_\_

**Nominee's Career Profile**

Organisation	Position	Responsibility	No. of Years

**Expectations from the programme :**


**Medical Insurance :**

Name of the Insurance Agency	Policy Number	Validity upto

**Note:** Coverage should be available in Hyderabad, India.

Amount Payable :	Mode of Payment (DD/Chq) :
Instrument Number :	Date of Instrument :
Name of the Bank :	

Signature of the Sponsoring Authority :

Name :

Designation :

Date :

**NOTE :** Forward nomination form to : **Mrs. P. Mahalaxmi, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Telefax: 0091-040-23324365, Fax: 0091-40-66534356, e-mail: poffice@asci.org.in